



# CONNECTICUT COLLEGE

CAMPUS SAFETY DEPARTMENT

**ANNUAL FIRE SAFETY REPORT**

**AND**

**FIRE STATISTICS**

**2023 CALENDAR YEAR**

270 Mohegan Avenue  
New London, Connecticut 06320

Emergency: internal extension 2222 or 2223  
Routine Calls: (860) 439-2222 or internal extension 2222

The Annual Security Report and Crime Statistics can be found here

<https://www.conncoll.edu/campus-life/campus-safety/clery-information-crime-statistics/>

### **Fire Alarm System**

Most campus buildings, including the residence halls, are equipped with the Simplex TM fire alarm system, which consists of smoke detectors, heat detectors, supervisory alarms and pull stations. When initiated, these detectors or pull stations cause an audible and visual alarm in the building and an audible and visual alarm at the Control Center, where Campus Safety personnel are stationed. In addition to fire information, the Powerhouse fire alarm system displays facility operations information at the Dispatch Center.

### **Sprinkler System**

Some administrative buildings, academic buildings, and all residential halls at Connecticut College are equipped with either dry or wet sprinkler systems activated by heat sensors.

### **Fire Drills**

Fire drills for residence halls are held each semester (twice a year). Fire drills are supervised by Campus Safety personnel with assistance from Residential Life Staff. Fire Drills for academic/administrative buildings are held once a year. The Connecticut College Lab School conducts drills at least seven times an academic year. The Director of Environmental Health and Safety provides fire drill and fire extinguisher training for Housefellows at the beginning of each academic year. Documentation for Fire Drills is kept in the files of the Director of Campus Safety and Emergency Operations. The Office of Residential Education and Living keeps the documentation for fire extinguisher training. All Fire Drills are unannounced.

### **Fire Drill/Building Evacuation Procedures**

#### **General Building Evacuation Procedures**

Building evacuations will occur when the evacuation alarm sounds and/or upon notification by the Emergency Response Coordinator or the Department of Campus Safety. The following procedure will be followed in the event of an evacuation:

- When the building evacuation alarm is activated during an emergency, head to the nearest marked exit and alert others to do the same.
- Assist disabled individuals in exiting the building. Do not use the elevators in case of fire or earthquake.
- Once outside, proceed directly to the appropriate “Designated Assembly Area.” Stay there until an accurate headcount is taken and you have been told it is safe to leave or are directed to an alternate location.
- Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.
- DO NOT return to an evacuated building unless told to do so by a Connecticut College or Fire Department Official.

### **Residence Hall Evacuation - House Fellow/REAL Staff Responsibilities**

- When the alarm is sounded, immediately report to the [designated assembly](#) area.
- As the residents exit the building and report to the designated assembly area, conduct a roll call using the dorm resident list.
- Report to a Campus Safety Officer with the names and room numbers of any residents who are unaccounted for or are known (or presumed) to be elsewhere. The Department of Campus Safety will attempt to contact these individuals. Under no circumstances should anyone re-enter the building to look for missing individuals. Leave searching the building to the Fire Department.
- Instruct residents to remain outside until the Department of Campus Safety sounds the “All Clear.” Ensure that residents stay clear of emergency equipment and vehicles. In inclement weather, the Department of Campus Safety will direct residents to another building to await the “all clear.”

### **Residence Hall Evacuation - Resident Responsibilities**

- Upon hearing the alarm, immediately exit the building and report to the [designated assembly area](#), shutting all doors and windows on the way out. Do not use the elevator, as it may shut down, trapping occupants inside.
- Assist individuals with disabilities from the building. If the disabled individual is on an upper floor and is unable to evacuate (or be evacuated), assist them to an "area of refuge" in a student room to await assistance from the Fire Department. Stuff clothing under the door to keep smoke out. Call 911 to inform the dispatcher of your location.
- Report to the House fellow or (or REAL staff member) who will be taking roll call.
- Report the whereabouts of residents who have not answered the roll call, and are known (or presumed) to be elsewhere (Class, off campus, etc.). Campus Safety will attempt to contact these individuals. Under no circumstances should anyone re-enter the building to look for missing individuals. Leave searching the building to the Fire Department.
- Report any pertinent information (smoke, flames, smells, injuries etc.) to a Campus Safety Officer.
- Stay calm and do not interfere with emergency responders.
- DO NOT attempt to re-enter the building, for any reason, until Campus Safety or the Fire Department sounds the “All Clear.”

### **Academic and Administrative Building Evacuation - Faculty, Department Head, Supervisors and/or Lead Person Responsibilities**

- When the alarm is sounded, immediately report to the [designated assembly area](#). As occupants exit the building and report to the designated assembly area, conduct a roll call, ensuring that all individuals for whom you are responsible are accounted for.
- Report to a Campus Safety Officer with the names of any individuals who are unaccounted for. Campus Safety will relay that information to Fire Department personnel. They are equipped to re-enter the building to look for missing individuals.

- Instruct occupants to remain outside until Campus Safety sounds the “All Clear Signal.” Ensure that building occupants stay clear of emergency equipment and vehicles. In case of inclement weather, Campus Safety will direct occupants to another building to wait for the all-clear.

### **Academic and Administrative Building Evacuation - Building Occupant Responsibilities**

- Upon hearing the alarm, immediately exit the building and report to the [designated assembly area](#), shutting all doors and windows on the way out.
- Assist individuals with disabilities from the building. If the disabled individual is on an upper floor and is unable to evacuate (or be evacuated), assist them to an "area of refuge" in a classroom, office or in a stairwell that can be isolated by tightly closed fire doors to await assistance from the Fire Department. If seeking refuge inside the building, stuff clothing under the door to keep smoke out, and call 911 to inform the dispatcher of your location.
- Report to your faculty instructor, supervisor, or Work Leader, who will be taking roll call.
- Report the whereabouts of occupants who have not answered the roll call, and are known (or presumed) to be elsewhere (off campus, etc.)
- Report any pertinent information (smoke, flames, odors, etc.) to a Campus Safety Officer.
- Stay calm, and do not interfere with emergency responders.
- DO NOT attempt to re-enter the building for any reason, until Campus Safety or the Fire Department sounds the “All Clear”.

### **Fire Safety**

In compliance with the Connecticut State Fire Code, Connecticut College has adopted the following policies and procedures to reduce the risk of fire.

#### *Prohibited Items*

The following items are prohibited in all residential buildings (houses, rooms or apartments):

- Open-coiled electrical heating appliances (including toasters, toaster ovens, hot plates etc.)\*
- Candles and incense
- Space heaters
- Any lamp that uses flammable liquids or gases
- Halogen lamps/bulbs
- Flammable liquids or gases such as, but not limited to gasoline, butane lighters, lamp oil, kerosene, propane and lighter fluid
- Fireworks, sparklers, etc.
- Battery powered “Hoverboards”/Electronic Scooters
- Combustible decorations (See “Interior Decorations” below)

Students may not possess the above items in any residential buildings. Items found in these locations may be confiscated and stored or disposed of at the student's expense. Possession of prohibited items may also result in a referral to the student conduct system.

\*Small kitchen countertop appliances (UL approved and low wattage) that have an automatic shut off feature engaged at all times may be stored and used in designated kitchen spaces (apartments, Lazrus, Earth, and Abbey). These appliances may not be stored or used in bedrooms. Refrigerators must not exceed 5 cubic feet.

### *Smoking*

In accordance with Connecticut State law, smoking is prohibited inside all Connecticut College buildings, including private residential rooms, hallways, or living rooms. This includes the use of electronic delivery systems (commonly referred to as e-cigarettes), vaporizers, hookahs, or similar devices. Smoking is not permitted within 20 feet outside of residential houses.

### *Building Egress*

In an emergency, it is extremely important that routes of escape from the building be kept absolutely clear of obstacles that could hinder or trip as occupants try to evacuate. Storage of furniture, equipment bags, bicycles or other bulky objects in hallways and stairwells is prohibited.

### *Fire Protection*

A minimum clearance of 18" is required around sprinkler heads. DO NOT position wardrobes or other furniture, or store items in such a way that it blocks the sprinkler head. Do not prop open any door that lead to hallways, especially doors leading into stairwells. Propping open doors allows the rapid spread of toxic smoke and flame throughout the building. Fire doors may remain open only if the door is equipped with an alarm activated, magnetic holdback system.

### *Electrical Fire Hazards*

Overloaded or damaged electrical cords are a common cause of fires:

- Never use electrical equipment with worn or damaged cords or plugs.
- Never run electrical cords under a rug or under a door.
- Extension cords must be in the form of surge-protected power strips.
- Each two-plug wall outlet should have no more than one power strip plugged in. Never "piggyback" power strips (one power strip plugged into another).

### *Interior Decorations*

- Tapestries, parachutes or other large pieces of fabric should never be hung from the ceiling. Doing so will obstruct the smoke detector and sprinkler heads.
- Light Strings (such as holiday lights) must not be strung across the ceilings, doorways, pipes or sprinkler heads.
- Combustible decorations are prohibited. (e.g., straw, hay, dried cut vegetation, etc.)
- Wall coverings or decorations constructed from combustible materials (paper, cloth, etc.) are prohibited in hallways ("Means of Egress"), with the exception of bulletin board postings (see posting policy p. 92).
- Trees or vegetation (including holiday trees) must be potted or have a root ball. They must be kept alive with regular watering to prevent fire hazards. Artificial holiday trees are preferred.

- No single wall may be covered more than 50% with decorations

*Fire Safety Equipment*



Tampering with emergency equipment is a serious violation of the Honor Code, and in some cases, may result in prosecution by the city of New London.


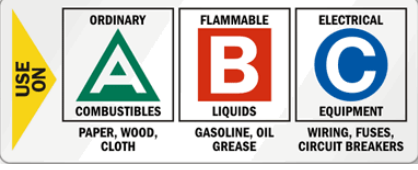
- DO NOT remove the battery, disconnect, cover, or otherwise render inoperable, any smoke or heat detector.
- DO NOT damage or obscure Emergency Exit signs, alarm strobes or emergency lights.
- DO NOT paint, cover or hang anything from sprinkler pipes or sprinkler heads.
- DO NOT discharge, or move fire extinguishers from their designated location (unless being used to fight a fire). DO NOT use the fire extinguisher as a doorstop.

If you become aware of any inoperable or damaged emergency equipment, please call Facilities Management at 860-439-2253 or Campus Safety at 860-439-2222 immediately.

*Using Fire Extinguishers*

- **ONLY INDIVIDUALS TRAINED IN USE OF FIRE EXTINGUISHERS SHOULD ATTEMPT TO FIGHT A FIRE.** If you have not been trained, evacuate the building, pulling the building fire alarm as you leave. For further information, contact the Director of Environmental Health & Safety at (860 439-2252).
- **Before** attempting to fight the fire, first **PULL** (or send someone to pull) **THE FIRE ALARM** to alert/evacuate occupants, and to summon help from the fire department! **This is vital!**
- **Assess the fire.** Only small, contained fires (such as a fire in a wastebasket) should be fought using a fire extinguisher. Larger fires are not likely to be successfully extinguished, and only extend the risk to the person fighting the fire.
- **Check for your own safety** before trying to extinguish a fire.
  - Are you physically capable? Fire extinguishers can be heavy.
  - Do you have escape routes? You do not want to get trapped if the fire spreads. Always fight a fire with an exit behind you.
  - Is the fire emitting toxic smoke? If you suspect this may be the case, don't even try to fight the fire. Just evacuate. Remember that your life is more important than property; don't place yourself or others at risk.
- **Check that the type of extinguisher is compatible for the type of fire.**

 <p style="text-align: center;">ORDINARY <b>A</b> COMBUSTIBLES</p>	<p><b>Class A:</b> Contains water as the extinguishing agent. Extinguishes materials that leave an ash, such as cardboard, paper, wood, and most plastics. The number indicates the amount of water it holds. Class A Extinguishers is the type found in most Connecticut College residential halls. <b>Geometric Symbol: Green Triangle.</b></p>
 <p style="text-align: center;">FLAMMABLE <b>B</b> LIQUIDS</p>	<p><b>Class B:</b> Class B fire extinguishers are used to put out fires involving combustible or flammable materials such as oil, gasoline, kerosene and grease or flammable gases. On a Class B extinguisher, the number indicates the square footage of fire, which it can safely handle. <b>Geometric Symbol: Red Square.</b></p>

	<p><b>Class C:</b> A Class C fire extinguisher should be used when putting out electrical fires. Electrical fires include fires involving electrical equipment such as wiring, circuit breakers, outlets, and appliances.  <b>Geometric Symbol: Blue Circle.</b></p>
	<p><b>Class ABC:</b> A combination extinguisher, good for Class A, B and C type fires.</p>

**NEVER USE A CLASS “A” EXTINGUISHER ON AN ELECTRICAL FIRE OR A GREASE/OIL FIRE!**

*Barbecue Grills*

Barbecue grills are allowed with the following rules:

- Propane-fueled grills are prohibited; only charcoal (briquette) style grills are allowed.
- To avoid storing leftover lighter fluid, only Match Light® style charcoal is allowed.
- All charcoal must be used. Storage of leftover briquettes and grills inside the residence hall is prohibited.
- Grills must be used at least 20 feet away from any structure. Grills (with no coals) must be stored 10 feet away from any structure. Connecticut State Fire Prevention Code prohibits the use and storage of any type of grill or cooking device on decks, beneath overhangs or within 10 feet of the building.
- A person who is responsible for the barbecue must be designated. Their responsibilities include:
  - Providing advance notice to the REAL Office and Campus Safety with the date and location of the barbecue.
  - Ensuring the barbecue is conducted safely.
  - Cleanup and proper disposal of coals. (Coals are wetted and verifiably cold to the touch before disposed into a covered metal container outside, at least 10 feet from the building.)

*Fireplaces*

Fireplaces are to be used for fires only and not for cooking. Students may not use fireplaces until receiving official notification the fireplaces are ready for use. Only residential houses that have approved sprinkler systems may have a fire in the fireplace.

- Check to make sure the damper is open before lighting the fire. Do not close the damper until you are sure the fire is completely out (ashes cold are to the touch.)
- When starting a fire, only use a match or commercial firelighter. Never use flammable liquids to start a fire.
- Be sure to keep the area around the hearth clear of anything potentially flammable (i.e., furniture, drapes, newspapers, books, etc.).

- Do not overload the fireplace. Though a roaring fire looks attractive, it's not as safe as a slower, steadier burn. A fire that is too hot can crack the chimney or firebox. Burn a couple of logs at a time.
- Make sure the firewood is loaded in a safe and stable manner. Position logs near the back of the fireplace to prevent burning wood and embers from falling out.
- Always use a metal mesh spark screen to help keep burning embers in the fireplace.
- Only burn dry and well-aged wood. Wet or green wood burns unevenly, causes more smoke, and can increase creosote buildup, which can lead to chimney fires.
- Never burn painted, treated or preserved wood, which can release toxic chemicals into the air.
- Never burn plastic because it can release toxic chemicals and cause damage to the chimney and fireplace.
- Never burn cardboard boxes, wrapping paper or trash in the fireplace.
- Never leave a fire in a fireplace unattended. Before leaving the house or going to bed, make certain the fire is fully extinguished.
- Allow ashes to cool completely before disposing of them – ashes can take a day or more to cool completely. Never empty ashes directly into a trashcan. Instead, place the cold ashes in a covered metal container located outside, at least 10 feet away from the building.
- Be sure combustible decorations are kept at least 15 feet away from the fireplace.

### ***Building Evacuation Procedures***

- Upon hearing the alarm, immediately exit the building and report to the Designated Assembly Area for your building.
- DO NOT use the elevator, as it may shut down, trapping occupants inside.
- Assist individuals with disabilities from the building. If the disabled individual is on an upper floor and is unable to evacuate (or be evacuated), assist them to an "area of refuge" in a student room (or in a stairwell that tightly closed fire doors can isolate), and await assistance from the Fire Department.
- If you cannot evacuate, stuff clothing under the door to keep smoke out. Call 911 to inform the dispatcher of your location.
- Report to the building student staff who will be taking roll call.
- Report to the building student staff the whereabouts of residents who have not answered the roll call, and are known (or presumed) to be elsewhere (class, off campus, etc.). The student staff will provide the roll call results to a Campus Safety Officer.
- Report any pertinent information (smoke, flames, smells, etc.) to a Campus Safety Officer.
- Stay calm, and do not interfere with emergency responders.
- Follow all instructions from Campus Safety, or off-campus (fire or police) authorities.
- DO NOT attempt to re-enter the building for any reason, until the "All Clear" is given.

### **Fire Safety Training**

Each year during orientation, Residential Life delivers crucial fire prevention information. This includes guidelines on prohibited items and identifying fire hazards, ensuring students are well-informed from the outset.



At the beginning of each academic year, mandatory house meetings are conducted. These sessions not only educate students on emergency procedures but also familiarize them with designated assembly areas specific to their residence halls.

To further enhance safety, Residential Life conducts comprehensive health and safety inspections of student rooms twice a semester, addressing potential fire risks and promoting a secure living environment.

Our Campus Safety Officers undergo continuous training in fire extinguisher use, fire prevention strategies, and fire suppression techniques. This training is both theoretical and hands-on, preparing officers to handle any fire-related emergency effectively.

In addition to training, Campus Safety Officers regularly patrol campus buildings with a focus on fire mitigation. They vigilantly monitor for violations, promptly reporting issues and taking corrective actions as necessary to maintain a safe campus environment.

In case of a fire, staff, faculty or students are instructed to activate the fire alarm (pull station) if the fire safety system has not already activated the fire alarm, evacuate the building and contact Campus Safety (Fire Department). If the staff, faculty or student is trained to use a fire extinguisher, can safely fight the fire, and have a point of exit behind them, they may attempt to extinguish the fire.

### **In Case of a Fire Call**

- Campus Safety: **(860) 439-2222** or internal extension **2222 or 2223**
- Environmental Health & Safety: **(860) 439-2252** or internal extension **2252**
- Facilities Management –
  - Work Control Desk: **(860) 439-2253** or internal extension **2253**
- Emergency Weather Hotline: **(860) 439-5000**
  - Toll-Free: **(800) 596-9452** or internal extension **5000**
- New London Police or Fire: **911**
- For more information on Emergency Response Procedures:  
<http://www.conncoll.edu/offices/environmental-health-and-safety/emergency-response/>

### **Fire Log**

The Department of Campus Safety makes the Fire Logs for the most recent 60-day period open to public inspection during normal business hours (typically Monday through Friday, from 8 am to 5 pm, except holidays) at the Department of Campus Safety Gate House. Any fire logs older than 60 days are available for public inspection within two business days of a written request. All confirmed fires occurring within or on any and all on-campus residential facilities will also be included in the Daily Crime and Fire Log. The information in the fire log typically includes the incident number, crime classification or nature of the fire, date reported, date occurred, general location of crime or fire, and disposition of each reported crime or fire. Faculty, staff, and students are encouraged to review these logs periodically to become more familiar with the types and locations of fires that may impact the College's campus community. The Fire Log is updated within two business days of being reported to the Department of Campus Safety.

**NOTE:**

Future improvements to fire safety will be incorporated as required by the National Building Codes and the authority having jurisdiction.

**Fire Statistics**

<i>Fire Safety Systems in Residential Halls and Student Housing</i>							
Facility	Fire Alarm Monitoring Done On-site by Connecticut College Campus Safety	Partial Sprinkler System*	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards**	Number of Evacuation (fire) Drills Each Calendar Year
191 Mohegan Ave	X		X	X	X	X	2
Abbey House	X		X	X	X	X	2
Addams House	X		X	X	X	X	2
Blackstone House	X		X	X	X	X	2
K. Blunt House	X		X	X	X	X	2
Branford House	X		X	X	X	X	2
Burdick House	X		X	X	X	X	2
Earth House-358 Mohegan	X		X	X	X	X	2
360 Mohegan Ave	X		X	X	X	X	2
Freeman House	X		X	X	X	X	2
Hamilton House	X		X	X	X	X	2
Harkness House	X		X	X	X	X	2
Johnson House	X		X	X	X	X	2
Knowlton House	X		X	X	X	X	2
Lambdin House	X		X	X	X	X	2
Larrabee House	X		X	X	X	X	2
Lazrus House	X		X	X	X	X	2
Morrisson House	X		X	X	X	X	2
Park House	X		X	X	X	X	2
Plant House	X		X	X	X	X	2
Smith House	X		X	X	X	X	2
Windham House	X		X	X	X	X	2
Wright House	X		X	X	X	X	2
River Ridge Apts.	X		X	X	X	X	2
1 Winchester	X			X	X	X	0
3 Winchester	X			X	X	X	0
6 Winchester	X			X	X	X	0
7 Winchester	X			X	X	X	0
8 Winchester	X			X	X	X	0
11 Winchester	X			X	X	X	0
2/4 Winchester	X		X	X	X	X	2
Manwaring Apartments	No*		X	X		X	0

- Manwaring Apartments Fire Alarms go directly to a 3rd party alarm company that notifies the City of New London Dispatch Center, 5 Governor Winthrop Boulevard, New London, Connecticut 06320.

Residential Halls and Student Housing Fire Statistics Calendar Year 2023									
Residential Facilities	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damaged by Fire	Case Number
Lambdin House	1	1	02/24/2023	0546	Unintentional-Charging cell phone overheated and caught fire	0	0	0-\$99	CS02242023-000076
<b>No Fires were reported at the following student housing facilities:</b> 191 Mohegan Ave. 360 Mohegan Ave., Abbey House, Addams House, Blackstone House, K. Blunt House, Branford House, Burdick House, Earth House, Freeman House, Hamilton House, Harkness House, Knowlton House, Larrabee House, Lazrus House, Morrisson House, Park House, Smith House, Windham House, Wright House, 2/4 Winchester, 3 Winchester, 6 Winchester, 7 Winchester, 8 Winchester, 11 Winchester, River Ridge Apartments and the Manwaring Apartments.									

Residential Halls and Student Housing Fire Statistics Calendar Year 2022									
Residential Facilities	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Number of Injuries	Number of Deaths	Value of Property Damaged by Fire	Case Number
Hamilton	1	1	11/20/2022	0535	Paper Poster set on fire/Intentional	0	0	0-\$99	22-00445
River Ridge Apt.	1	1	12/16/2022	0215	Unintentional	0	0	0-\$99	22-00439
<b>No Fires were reported at the following student housing facilities:</b> 191 Mohegan Ave. 360 Mohegan Ave., Abbey House, Addams House, Blackstone House, K. Blunt House, Branford House, Burdick House, Earth House, Freeman House, Harkness House, Johnson House, Knowlton House, Lambdin House, Larrabee House, Lazrus House, Morrisson House, Park House, Plant House, Smith House, Windham House, Wright House, Winchester 1, 2/4 Winchester, 3 Winchester, 6 Winchester, 7 Winchester, 8 Winchester, 11 Winchester.									

**THERE WERE NO FIRES IN ANY OF CONNECTICUT COLLEGE'S  
RESIDENTIAL HALLS OR STUDENT HOUSING IN THE CALENDAR  
THE YEAR OF 2021**

