

Fire Safety Plan

911.1 PURPOSE AND SCOPE

The purpose is to establish and implement written policy and procedures for a fire safety plan and response. This policy applies to all juvenile facility staff.

911.2 AUTHORITY AND REFERENCES

- Board of State and Community Corrections Title 15 § 1325;
- Health and Safety Code § 13146.1 (a) and (b);
- Juvenile Facility Services Policy: Fire;
- Welfare and Institutions Code §§ 209, 210 & 885.

911.3 POLICY

The facility manager(s) shall consult with the local fire department having jurisdiction over the facility, or with the State Fire Marshall, in developing a plan for fire safety.

911.4 REQUIREMENTS

In the event of a fire emergency, each facility shall adhere to Juvenile Facility Services Policy: Fire.

911.5 FIRE SAFETY PLAN

A written facility-specific procedure shall be available in each juvenile facility that specifies the action to be taken in an emergency situation involving a fire including, but not limited to:

- (a) Evacuation rendezvous points;
- (b) Emergency contact telephone numbers;
- (c) Specific staff responsibilities; and
- (d) Locations for utility shut off valves and emergency equipment.

An evacuation plan shall be posted in all areas occupied by staff and youth, including the living units, school, and dining area.

911.6 EMERGENCY HOUSING OF YOUTH

Fire or structural damage caused by a natural disaster, such as an earthquake, may require emergency housing of youth at another Riverside County Probation Department juvenile facility.

The following factors shall be considered:

- (a) If youth can be safely housed on other living units within the current facility;
- (b) Number of youth requiring emergency housing; and
- (c) Housing (bed space) available at other facilities.

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Once these factors are considered, the duty officer (DO) shall coordinate the transportation of youth with the receiving facility.

Primary and secondary evacuation facilities, based on bed space available, are as follows:



911.7 FIRE SUPPRESSION PRE-PLAN

A fire suppression pre-plan shall be developed in cooperation with the local fire department. It shall include, but not be limited to, the following:

- (a) An indication from the fire department of what the normal fire equipment response shall be to a first alarm fire;
- (b) Where to position fire engines to strategically engage a fire;
- (c) Personnel assignments to assist the fire department in gaining access to various secured areas;
- (d) Identification of any internal equipment (hoses, standpipes, hydrants, etc.) to which the fire department may need access; and
- (e) Providing for the protection of fire personnel, if necessary.

911.8 PREVENTION

Each month designated staff shall conduct a fire and life safety inspection utilizing the Safety Evaluation Office Report form (<http://safety.rc-hr.com/safety/Portals/23/Forms/GFirpt.pdf>). The completed form shall be submitted to the facility manager(s) no later than the last day of the month. The forms shall be retained for two years.

Fire prevention inspections shall be conducted, pursuant to Health and Safety Code Section 13146.1(a) and (b).

Fire drills shall be conducted and documented monthly. Refer to Juvenile Facility Services Policy: Fire.

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Policy Manual

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