

Annual Fire Inspection

Holly Pane

Sent: Tuesday, January 06, 2015 9:17 AM

To: #DL FL Town Center

Cc: Cissy Steger, James Menard

Good Morning All!!

It is that time of year again that the Fire Marshall will be out to do our annual fire inspection. We got word yesterday that they will be out sometime over the next week or two, but do not have an exact date. With that being said, I need all of your help to make this a successful inspection! A few key things that they look for...

1. Please make sure that your laminated fire escape maps are posted on the wall next to your classroom door. It must be on the wall and not in your red emergency folder. If you do not have one or cannot locate yours please let me know ASAP so I can get a new one in there.
2. Your red emergency folders/clipboards MUST be hanging on the wall next to the classroom door.
3. He ALWAYS checks any pillows, bean bags, fabric chairs, etc. to see if they have tags on them. If you have any of these items in your classroom and they do not have a tag on them, they MUST be removed from your classrooms until after the inspection.
4. I know this one seems silly, but they always make a comment to us if the hand sanitizers are within children's reach. So please make sure all hand sanitizers that are in the classroom are on the teachers desk and need to be requested for use (just for the next couple of weeks).

Please make sure you check these few things over the next couple of days to make sure you are compliant and we should pass with flying colors!

Thank you very much for your assistance with this!

Holly Pane

Imagine Schools at Town Center

Director of Operations

386-586-0100