

# HAMILTON COLLEGE ADIRONDACK PROGRAM

## FIRE SAFETY PLAN

### EMERGENCY COMMUNICATIONS

- |   |   |
|---|---|
| <p>➤ <b>Report fires or other emergencies to authorities by:</b></p> <ul style="list-style-type: none"><li>• <u>First</u>—calling 911 by cell phones or land-line phones.</li><li>• <u>Second</u>—notify General Director and faculty members in residence (in that order).</li></ul> | <p>➤ <b>Emergency information may be communicated to you by:</b></p> <ul style="list-style-type: none"><li>• Building-based fire alarm horns, visual strobes or voice commands.</li><li>• General Director and the faculty member in residence.</li></ul> |
|---|---|

### FIRE EMERGENCY

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| <p>➤ <b>If your evacuation route is clear and unobstructed...</b></p> <ul style="list-style-type: none"><li>• Alert others in the vicinity of the fire verbally and evacuate through your nearest exit/exit stairwell by walking quickly—do not run.</li><li>• Confine the fire (if and when you can) by closing doors and windows as you evacuate.</li><li>• If you encounter smoke or heat while evacuating, stay as low to the floor as possible.</li><li>• Report to your muster point upon exiting the building, or your assembly point if directed to do so by your house manager, General Director or faculty member in residence.<ul style="list-style-type: none"><li>○ <b>Special Note—fire extinguishers should only be used by trained and authorized personnel, and are never recommended for uncontrolled fires!</b></li></ul></li></ul> | <p>➤ <b>If your evacuation route is obstructed...</b></p> <ul style="list-style-type: none"><li>• Retreat to a safe area and shelter-in-place.</li><li>• Seal the area under/around your door with clothing to minimize smoke intrusion.</li><li>• Notify your house manager, General Director or faculty members in residence of your location by phone, or verbally announce your location through an open window at regular intervals. Otherwise keep windows closed so as not to draw the fire towards your location, and wait for assistance. Do not panic.</li></ul> |
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### MEDICAL EMERGENCY

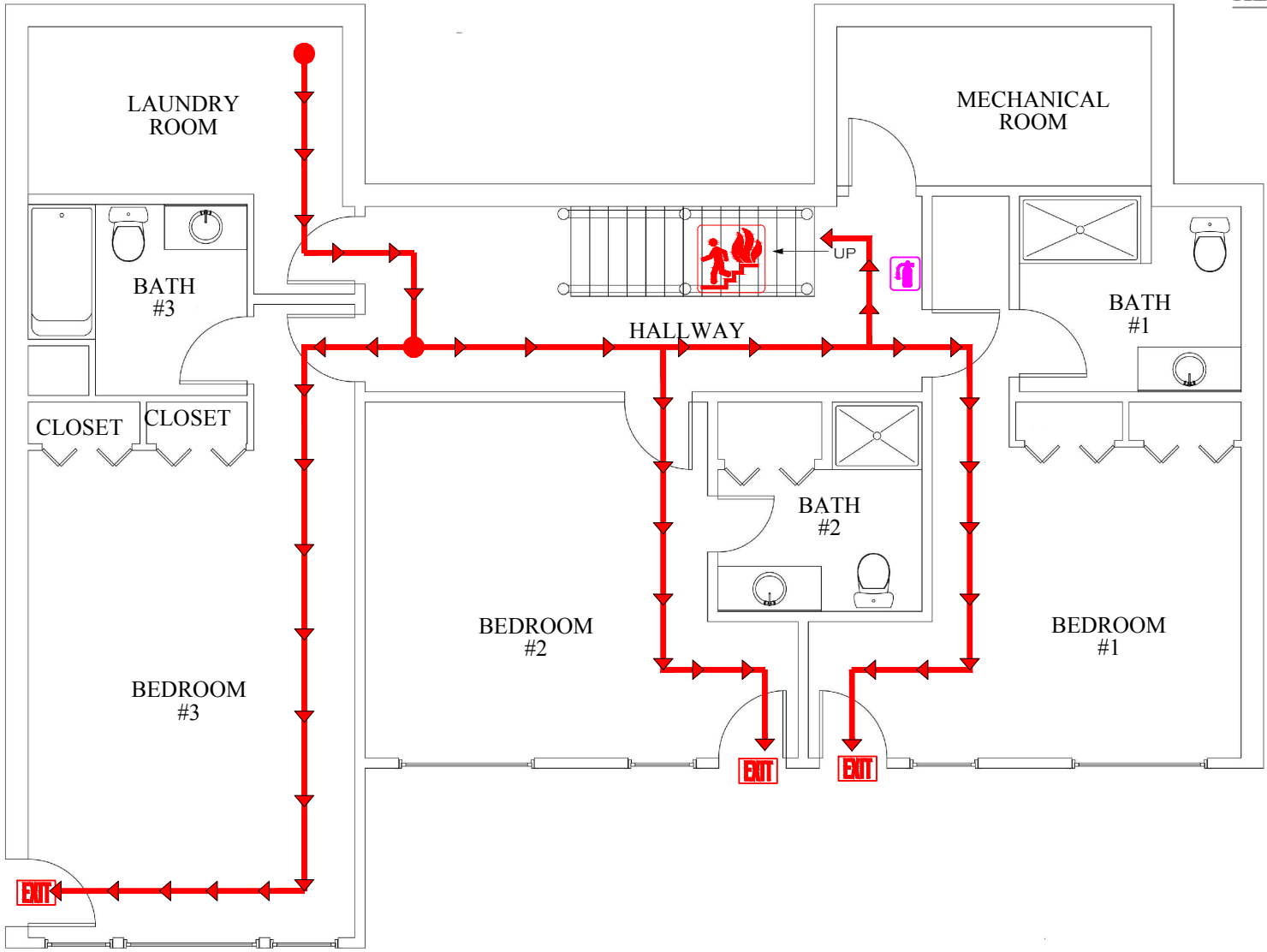
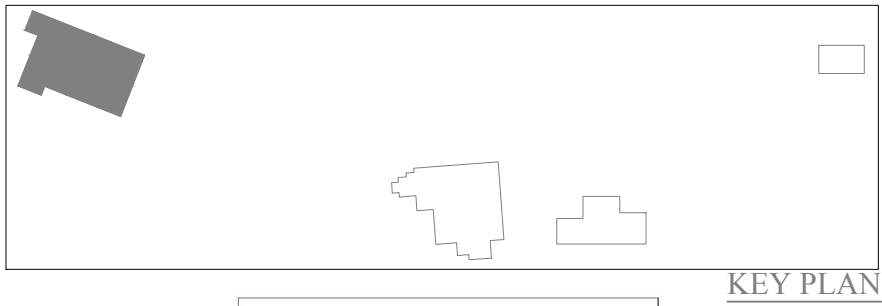
- **Check**—Check and assess the injured victim, and protect him/her from further injury. Remove any persistent threat to the victim, but do not move him/her unless absolutely necessary (like a building fire or on-coming traffic).
- **Call**—Notify authorities by calling 911 and be sure to provide information regarding location and the extent of the injury.
- **Care**—Provide 1<sup>st</sup> Aid/CPR care only if you have the appropriate training. Otherwise comfort the victim until help arrives.

### POLICE EMERGENCY





- **Protect**—Protect yourself from harm by removing yourself from any sources of danger, and/or isolate yourself in a locked/secure location.
- **Call**—Notify authorities by calling 911. Be sure to provide them with information regarding location, nature of the crime and any relevant details, any injuries, description of suspects, direction of travel, and description of any vehicles involved.
- **Do Not Pursue or Attempt to Detain Suspects**—Wait for authorities to perform such actions.

### EMERGENCY PHONE NUMBERS (other than 911)

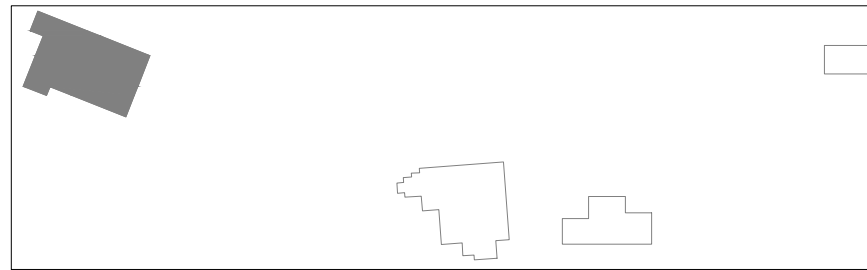
- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Adirondack General Director (Janelle Schwartz)—608-347-7886 (c) and 518-946-1149 (landline)</li><li>• Faculty member in residence #1 (Seth Major)—315-520-2890</li><li>• Faculty member in residence #2 (Carolyn Dash)—802-881-7341</li><li>• Facility property owner (Bob Biesemeyer)—518-524-5771</li></ul> | <ul style="list-style-type: none"><li>• NYS Troopers (Troop B, Ray Brook)—518-897-2000</li><li>• Essex County Sheriff's Office (Sheriff Richard Cutting)—518-873-6902</li><li>• Keene Fire Department (Chief Jody Whitney)—518-576-4301</li><li>• Keene Valley Fire Department (Chief Stephen Hall)—518-576-4727</li></ul> |
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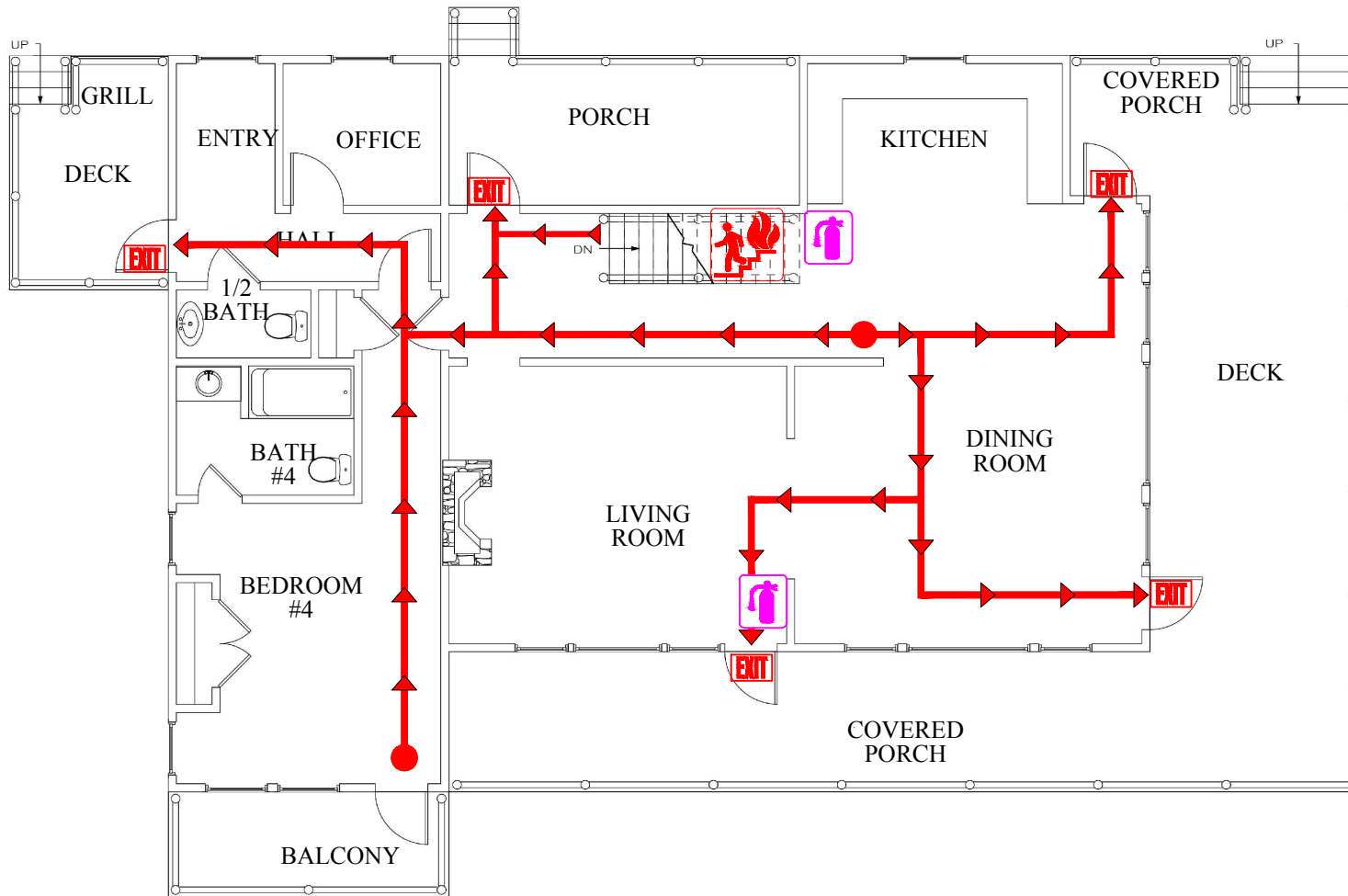
Legend

-  Evacuation Route
-  Stair Evacuation Route
-  Fire Extinguisher
-  Emergency Fire Exit









KEY PLAN

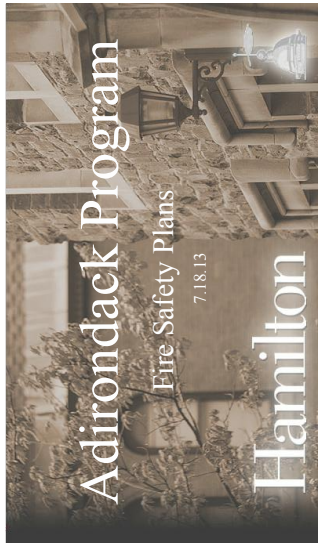
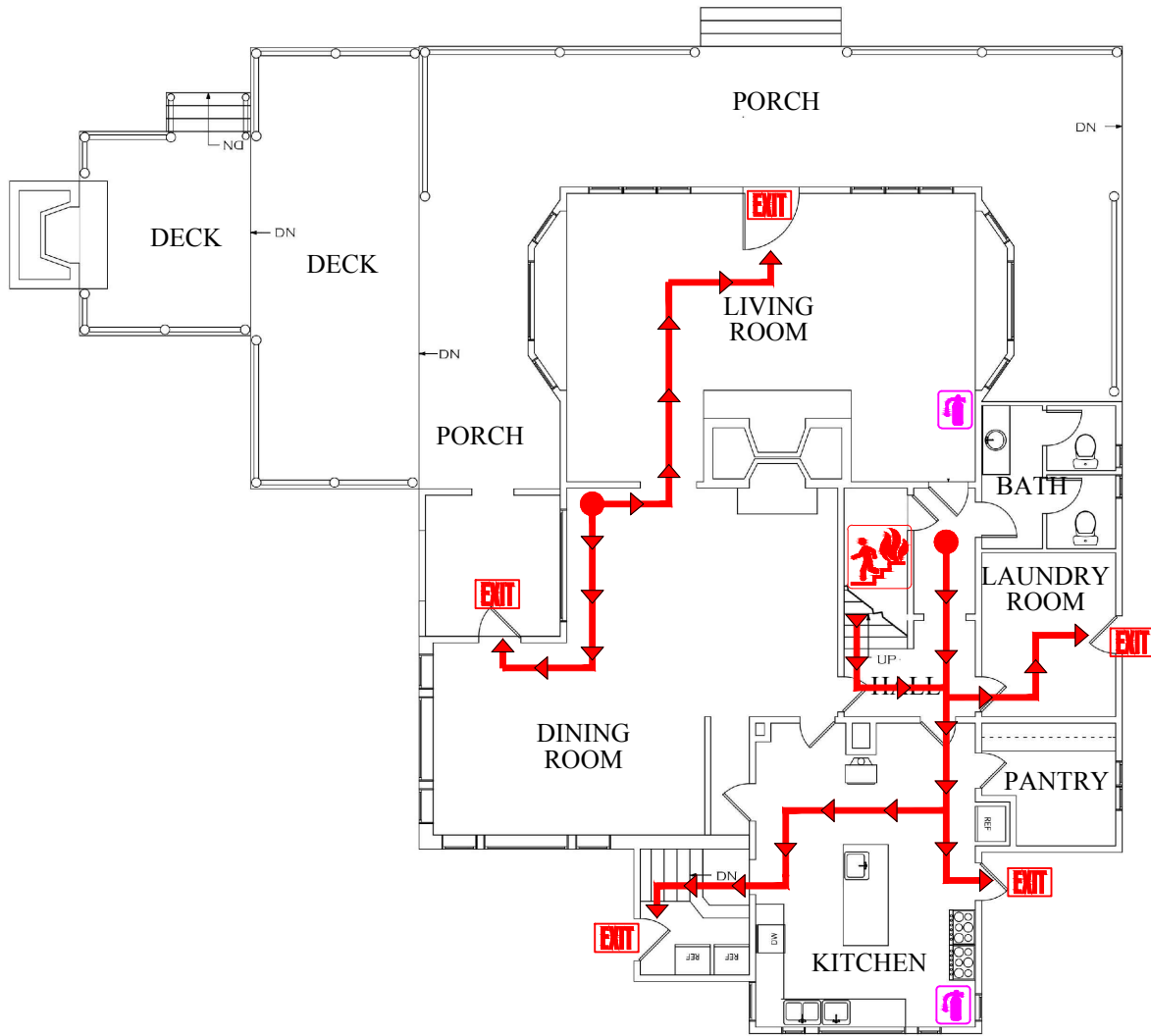


Legend

-  Evacuation Route
-  Stair Evacuation Route
-  Fire Extinguisher
-  Emergency Fire Exit



KEY PLAN



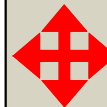



Adirondack Program

Fire Safety Plans

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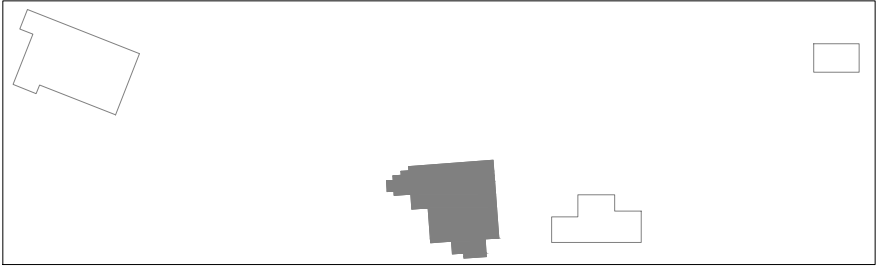
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Legend

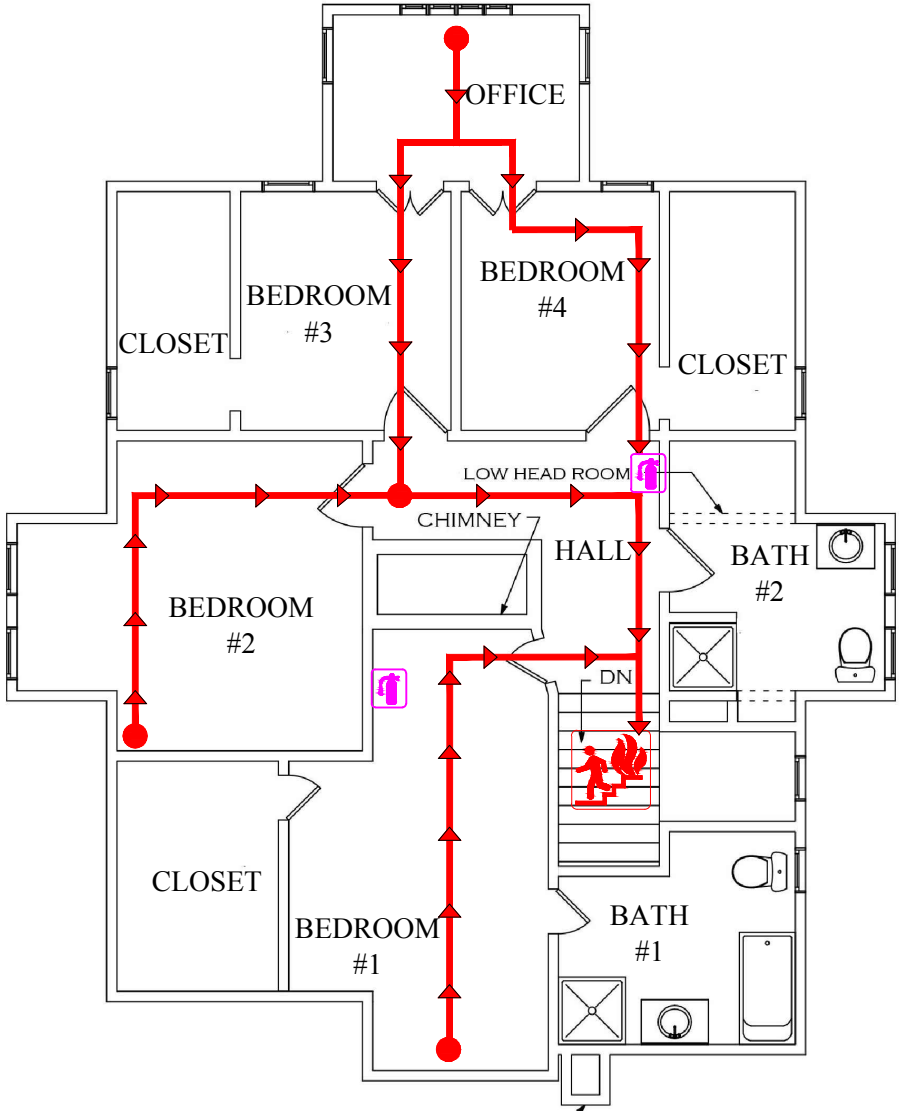
-  Evacuation Route
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Main House - First Floor



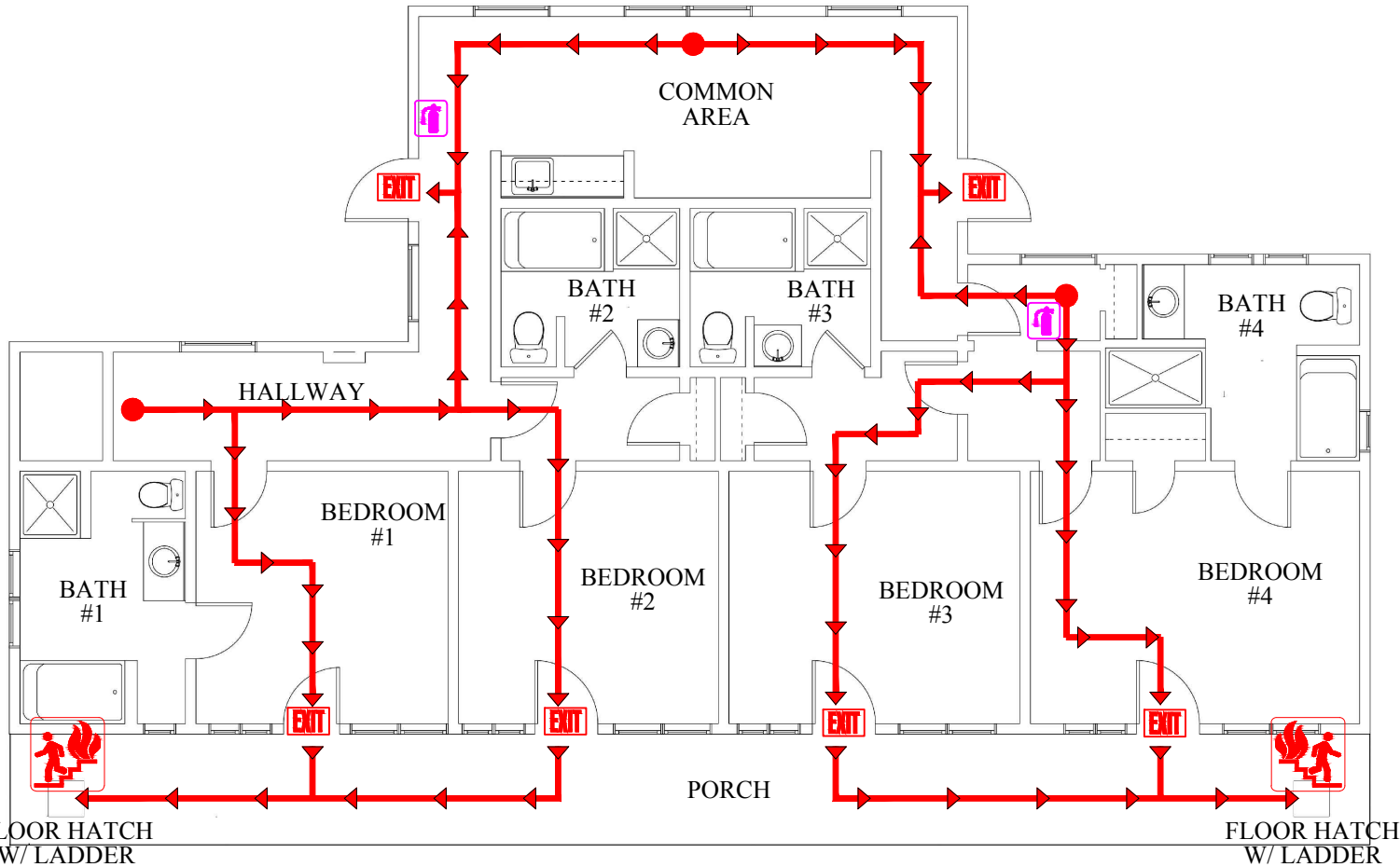
KEY PLAN







Legend

- Evacuation Route
- Stair Evacuation Route
- Fire Extinguisher

Main House - Second Floor

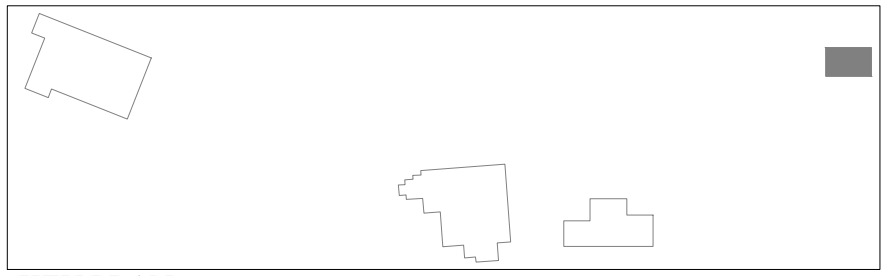


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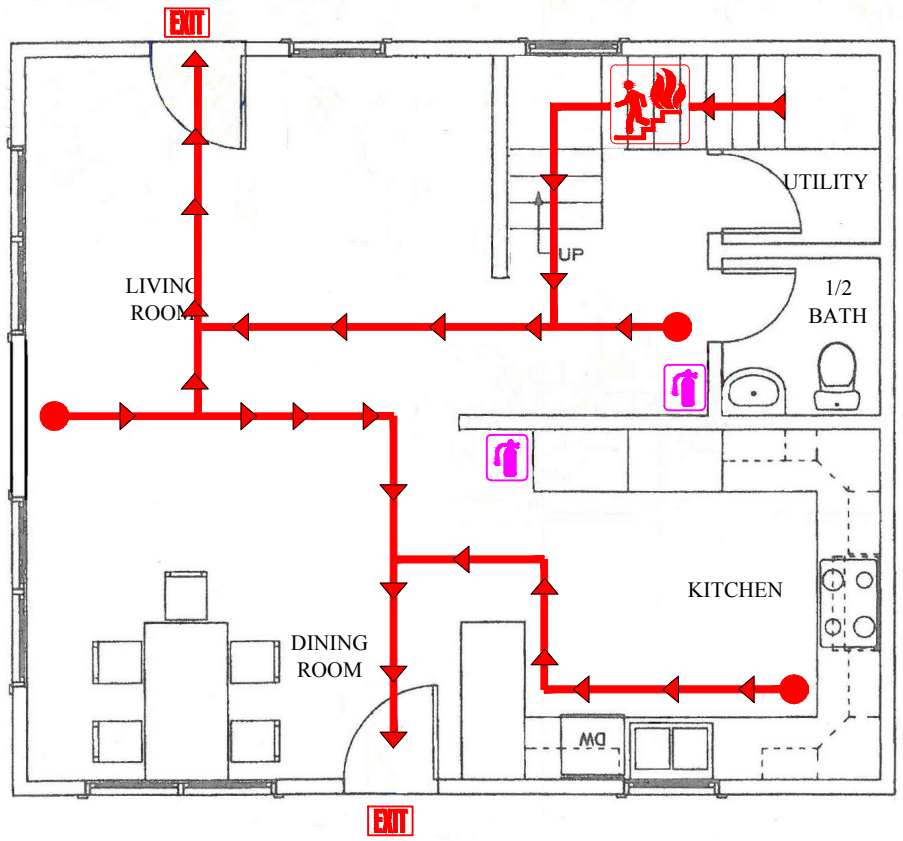
-  Evacuation Route
-  Stair Evacuation Route
-  Fire Extinguisher
-  Emergency Fire Exit







Gulf Brook Cottage



KEY PLAN



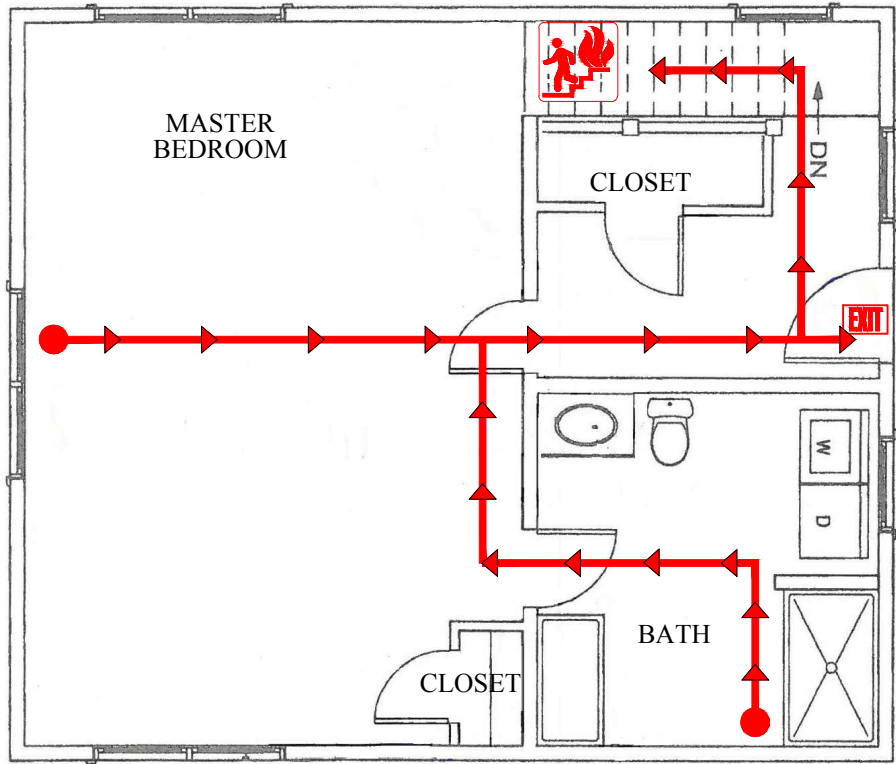
Legend

-  Evacuation Route
-  Stair Evacuation Route
-  Fire Extinguisher
-  Emergency Fire Exit





Chalet First Floor



KEY PLAN



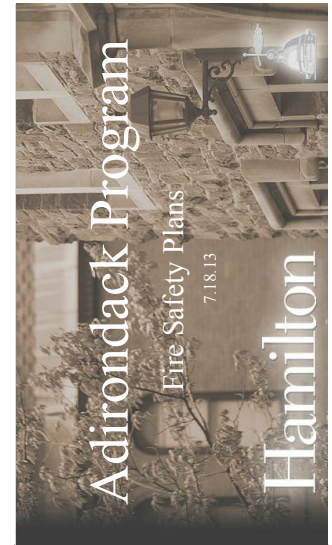
Legend

-  Evacuation Route
-  Stair Evacuation Route
-  Fire Extinguisher
-  Emergency Fire Exit





Adirondack Program Structures (4)		
Building Coordinator	Muster Point	Primary Assembly Point
<b>Alpine Lodge:</b> student house manager <b>Main House:</b> Seth Major <b>Gulf Brook Cottage:</b> student house manager <b>Chalet:</b> Carolyn Dash <b>O'Toole House:</b> Seth Major	The muster point for all structures is the grassy area in front of the Main House.	<b>Primary Assembly Point</b> is the Main House for an emergency at the other three buildings. For an emergency at the Main House, the Primary Assembly Point is the Alpine Lodge. <b>Secondary Assembly Point</b> is the O'Toole house across the Hurricane Road (faculty member in residence Seth Major's house)
<b>Fire Safety System Info</b>	Interconnected but independent/local combination smoke/CO detectors in all four structures	
<b>Special Fire Safety Notes</b>	There are no fire alarm pull stations in any of the structures. And since the local detectors are not monitored, the fire department must be immediately notified of any detector activation by phone (911), followed by the notification of the faculty members in residence and the general director.	



## Legend



Muster Point



Fire Dept. Access Route

