2025 Annual Fire Safety Report

2022-2024 Reporting Years

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Director's Message

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), this document contains information about campus fire safety practices and standards of the College. In addition, fire statistics for the last three calendar years are included in this report.

Campus Safety, in conjunction with the Office of Student Life and Facilities Management, work together to maintain a safe campus environment with respect to fire safety. The College utilizes a Simplex Fire Detection and Alarm System. College units work closely with Standish Fire-EMS and various service providers to ensure that all required inspections, operational tasks, and preventive maintenance are performed in accordance with rules of the State Fire Marshal and State adopted NFPA standards.

I encourage you to read this document and to know and use this important safety information to enhance your learning, living and working experience at Saint Joseph's College.

Respectfully,

Robert Chaddock
Director of Campus Safety & Emergency Preparedness
bchaddock@sjcme.edu

Fire Safety Policies & Practices

1. All fire pit activities/open fires are subject to approval by the Fire Warden and require a same day issue burn permit. The open fire must be attended at all times by the resident host or SJC staff, and Campus Safety will monitor the fire through regular patrols. Open fires shall only occur outdoors in designated areas, and may be canceled or terminated at any time at the discretion of Standish Fire Department or Campus Safety.
2. During the academic year, health, safety, and fire inspections will be conducted. Student Life may partner with Facilities Management and Standish Fire to conduct these inspections. These groups walk through the buildings and may check a resident's room in order to evaluate and uphold health and safety standards. Violations of fire code could result in a fine from the Standish Fire Department.
3. All residence halls are equipped with fire protection equipment including smoke detectors, pull alarm stations and fire extinguishers. Annual training is held to promote dormitory fire safety, efficient evacuation and fire prevention strategies. RA fire safety training was held on 08/16/2024 and the Standish Fire Department conducted dormitory fire drills on 09/17/2024 . The goal is to educate and develop orderly evacuation; attendance is taken at the evacuation location to ensure all student occupants are accounted for. All residential halls have at least one fire drill per year.
4. Students are expected to conform to all College procedures for fire drills and evacuations. When an alarm is sounded, all individuals in the building must exit promptly and proceed to their designated emergency assembly areas, and must cooperate with any responding emergency personnel. Failure to evacuate during any fire alarm will result in a $150 fine and any additional sanctions. Students who have multiple offenses may be subject to increased fines and more severe disciplinary action.
5. Appliances that require high heat are not permitted in the residence halls. Open burner items or items with hot plates are not permitted.
6. Candles and any item that could be burned (e.g. incense/oil lamps) are not permitted in the residence halls. This includes candles for decoration or unburned candles.
7. Power strips with a built-in circuit breaker and three-prong extension cords are allowed in the residence halls. Per the Standish Fire Code, any other extension cords (two-pronged) or non-grounded strips are prohibited.
8. Certain room decorations do pose fire hazards (fishnet, incense, etc.) and are not permitted in the halls. Open bulb lighting is not approved. Additionally, no more than 50% of wall space can be covered and no electrical outlets/fixtures can be covered due to fire regulations. No items may be hung from the ceiling or from/near sprinkler pipes.
9. Any individual or group involved in tampering with fire or safety equipment (smoke detectors, emergency phones, sprinkler systems, pull stations, etc.) may be immediately removed from campus housing. If the person(s) responsible cannot be identified, the residents of the floor/area may be charged through the damage billing process.
10. Fire Evacuation
    A. When the fire alarm sounds:
        1. Always assume that it is a real fire whenever an alarm sounds. **DO NOT IGNORE AN ALARM!**
        2. As you leave your room, check the door and handle to see if they are hot.

3. If the door/handle is *not* hot:
    - Take your coat and shoes with you
    - You must leave your room
    - Follow the designated evacuation route.
4. If the door/handle *is* hot:
    - Stay in your room. It only takes a few minutes for the fire department to arrive.
    - Place a wet towel rolled up against the crack at the bottom of the door.
    - Hang a sheet out of your window; leave the window open slightly to allow good air in and bad air out.
    - Stay close to the floor, as smoke will rise to fill up the top of the room. Above all, **REMAIN CALM**.

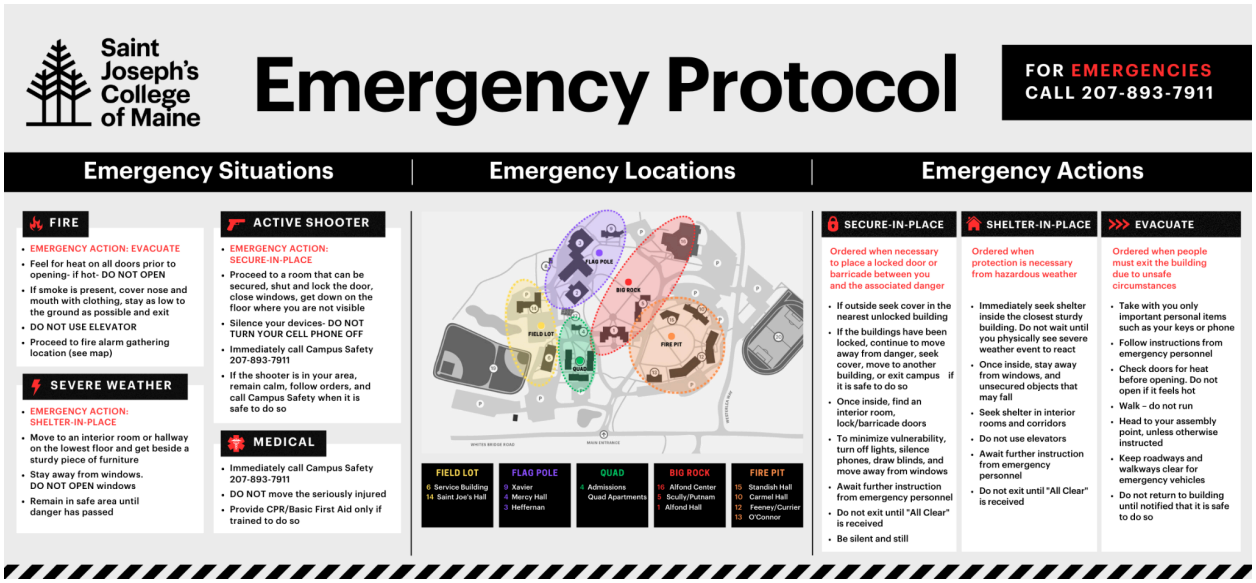
B. If you see a fire:

1. Pull the fire alarm nearest you.
2. Leave the building via the safest evacuation route.
3. Once outside, immediately report to the designated evacuation location.

C. Other important information:

1. Be knowledgeable of all evacuation routes out of the building.
2. Learn where the fire alarms are on your floor.
3. **YOU ARE RESPONSIBLE FOR YOUR OWN SAFETY DURING A FIRE ALARM.** Leave the building immediately. Do not wait to be told.

11. The Campus Safety Office maintains a fire log that contains information on all fires occurring in on-campus housing. The fire log includes the date the fire was reported, the nature of the fire, the date and time of the fire, and general location of the fire.



Fire Detection and Suppression Systems

All residential buildings are protected by automatic sprinkler systems and are equipped with fire detection and alarms systems. Residential buildings are also equipped with fire extinguishers in accordance with the requirements of the construction and/or fire safety code.

Residential Facilities	
Building Name	**Protected**
Carmel	X
Cassidy	X
Cunneen	X
Currier	X
Feeney	X
Gingras	X
O'Connor	X
St. Joseph's	X
Standish	X

Community Resources / Community Relationships

Agency	Responsibility	Contacts
SJC Campus Safety	Institutional Safety & Alarm Response	207-893-6687 (non-emergency) ext. 7911 (emergency- from any campus phone)
Standish Fire-EMS	Local emergency response	207-642-4343 (non-emergency) 911 (state-wide emergency)
Cumberland County Sheriff's Office	Regional emergency dispatch center	207-774-1444 (non-emergency) 911 (state-wide emergency)
Maine Fire Marshal's Office	Fire investigation	207-626-3870
Center for Campus Fire Safety	Advisory agency for fire safety best practices and information specific to the campus environment	http://www.campusfiresafety.org
National Fire Protection Association	Advisory agency for fire safety best practices and information	http://www.NFPA.org

2024 Annual Fire Safety Report
2021-2023 Reporting Years

On Campus Residential Facilities	Year	Total Fires	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Value of Property Damage
Carmel	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A
Cassidy	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A
Cunneen	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A
Currier	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A
Feeney	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A
Gingras	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A
O'Connor	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A
Standish	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A
St. Joseph's	2022	0	N/A	N/A	N/A	N/A
	2023	0	N/A	N/A	N/A	N/A
	2024	0	N/A	N/A	N/A	N/A

Students and employees should report all fires to the St. Joseph's College Campus Safety Department. For more information, please contact: Robert Chaddock, Director of Campus Safety & Emergency Preparedness, 207-893-6686, bchaddock@sjcme.edu.