

# GET OUT *and* STAY ALIVE



**A Fire Safety and Prevention Program  
For College Students**

Facilitator's Guide

## DISCLAIMER

*This video was produced under cooperative agreement EME-97-CA-0182 for the United States Fire Administration and Federal Emergency Management Agency. Any information, findings, conclusions or recommendations expressed in this video do not necessarily reflect the views of the Federal Emergency Management Agency or the United States Fire Administration.*

The "Stop, Drop, and Roll" comments in the video are not intended to indicate actions to take when your objective is to exit a building during an alarm or fire. The "Stop, Drop, and Roll" comments mentioned in the video are appropriate actions to take when your clothes are on fire.

This information is intended to provide generalized information on fire and life safety. For further specific information, contact your local fire department or college safety/security office.

## NOTES TO FACILITATOR

The purpose of this presentation is to impress upon the participants that they should get out and stay alive if they are ever in a fire situation. As the facilitator, you will present the video and lead a discussion stressing the key concepts stated in the video. You will also administer a short self-assessment to all participants. The entire session should take approximately 35-40 minutes. This guidebook is designed to help you conduct and time the activities. Prepare ahead of time by reading this guidebook and following the directions as suggested. Below are some general instructions to follow as you prepare for the session.

**Room Set-up** – Make sure there are enough chairs for every participant. Make sure every participant can see the video and overheads or charts.

**TV/VCR** – Test equipment to be sure it operates properly. Be sure you know how to operate the equipment: raise/lowest sound, rewind, etc. View the video prior to the session. Have the video ready to start with a touch of a button.

**Overheads or Flip Charts** – These will be used in the summary activity. Make sure all participants can see them. Have these prepared before the session begins.

**Assessment** – Assessments are anonymous. Make enough copies for every participant. Pencils and/or pens should be available.

**Handouts** – Make enough handouts for every participant. Distribute handouts after participants turn in their assessments.

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### **Introduce** yourself

**Say** As you will see in this presentation, a number of your fellow college students have died in fires. We do not want the same to happen to you. In this presentation you will:

- Learn about the threat and power of fire
- Learn a few key fire prevention tips that will help prevent fires
- Learn how to protect yourself if you are in a fire

### **Overview** the session

## INTRODUCTION

- Introduction
- Video
- Discussion of key points
- Assessment of your personal fire safety knowledge

Introduction should take approximately 3 minutes

## VIDEO

**Show** the video all the way through before taking questions or conducting a discussion. Make sure all participants can see and hear and are attentive during the video.

Video takes approximately 16 minutes

## QUESTION AND ANSWER

**Discuss** key concepts – **Use** question and answer session to reinforce key points

Discussion should take approximately 10 minutes

- **Say:** As we saw in the video, if we get caught in a fire, survival is our top priority.
- **Ask:** What are some things the video said we should do if we find ourselves in a fire situation?
- **Look for** the following responses:

### ➤ FEEL THE DOOR HANDLE

- If the door handle is hot, don't open it
- Go to a window and call for help
- If the door handle is not hot, open cautiously
- Check for smoke or fire before going further

### ➤ GET OUT OF THE BUILDING BEFORE PHONING FOR HELP

- Don't take time to phone before leaving
- Get out and find a phone a safe distance away

### ➤ PULL THE FIRE ALARM, BUT ONLY IF IT IS ON YOUR WAY OUT

### ➤ DON'T LOOK FOR OTHER PEOPLE OR GATHER UP YOUR STUFF

- Knock on doors as you leave
- Yell "FIRE!" as you leave
- Don't hesitate or stray from your path as you leave

- **CRAWL LOW TO THE FLOOR**
    - Thick smoke can make it impossible to see
    - The best air is near the floor
    - Toxic chemicals from smoke can be deadly in minutes
  - **CLOSE THE DOOR BEHIND YOU**
    - You may help keep the fire from spreading
    - You may help protect your valuables
  - **IF YOU CAN'T GET OUT, GET SOMEONE'S ATTENTION**
    - Yell and scream
    - Hang something from the windows
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- **Say:** As we saw in the video, prevention should also be a priority.
- **Ask:** What are some things you can do to prevent fires and tragedies from happening?
- **Look for** the following responses:

- **CHECK SMOKE ALARMS**
  - Ensure that smoke alarms are maintained and in working order
- **PLAN ESCAPE ROUTES**
  - Know where all exits are located in the building
  - Practice your escape plan
  - Once out - stay out
- **TAKE FIRE ALARMS SERIOUSLY**
  - Do not ignore fire alarms
  - Do not wait to see fire or smoke
  - Do not worry about grabbing your stuff
  - Besides endangering others, tampering with fire alarms may be a criminal offense
- **TAKE RESPONSIBILITY FOR PREVENTION**
  - Do not overload electrical outlets
  - Keep space heaters and Halogen lamps (not allowed on some campuses) away from flammables
  - Put out candles and incense when unattended
  - Extinguish all smoking materials thoroughly
  - Check for improperly discarded smoking materials
    - Under cushions
    - In trash cans

- Don't smoke while tired or impaired
- Assign a non-impaired event monitor
- Clean up immediately after parties and take all garbage outside safely away from building

## SUMMARY

- It can happen to you, don't assume it can't
  - Survival is your first priority
  - Smoke and fire move quickly
  - Assure that you have working smoke alarms and don't tamper with them
  - Carelessly discarded smoking materials can kill

Summary should take approximately 3 minutes

## PARTICIPANT SELF-ASSESSMENT

Be sure to make enough copies for everyone. Pass out the assessment and ask if anyone needs a pencil or pen. The self-assessment instrument is anonymous. When they finish, participants should turn in their assessments and pick up hand-outs as they leave.

Self-assessment should take approximately 5 minutes

## REVIEW OF ASSESSMENT

The purpose of the review is to determine if any improvements need to be made in the presentation, so future participants gain a clearer understanding of fire safety and prevention. As you review responses to the self-assessment instrument, look for answers that do not show understanding on the part of participants. Make notes indicating key concepts that need to be reinforced in future presentations.

**GET OUT AND STAY ALIVE  
SELF-ASSESSMENT**

GENERAL DIRECTIONS: Based on the video you just viewed, please answer the following questions honestly and to the best of your knowledge. Your answers and statements are completely anonymous. After completing this assessment, please give it to the session facilitator and pick up a handout as you leave. Thank you for your attention and participation.

**TRUE / FALSE: Please circle the correct answer for the following:**

TRUE FALSE Most fires that occur in residence halls, fraternity and sorority houses, and off-campus housing, are caused by carelessness.

TRUE FALSE Students who die in fires are often killed because they are not aware of the dangers of fires.

**MULTIPLE CHOICE: Please circle the letter corresponding to the correct answer for the following:**

What is the first thing you should do if you are in a fire situation in your room or house?

- A. Stop, drop and roll.
- B. Grab your stuff.
- C. Find a fire extinguisher.
- D. Get out.

What is the most important thing you can do for your friends if there is a fire in your dorm or house?

- A. Make phone calls to warn others.
- B. Find your friends to warn them.
- C. Pull the fire alarm.
- D. Get out and get help.

**SHORT ANSWER:**

List three things you can do to prevent a fire from starting after a party in your dorm or house

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

When you return to your housing facility, what will you do about fire safety? Please check all that apply. Write any other answers in the space provided.

- Check the batteries in my smoke alarm to be sure they are working.
- Find all possible exits from my room.
- Make a fire escape route plan with two ways out.
- Practice my fire escape route plan.
- Inspect your living areas for fire/safety hazards.
- Other: \_\_\_\_\_

**GET OUT AND STAY ALIVE**  
**Answer Key**

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**TRUE / FALSE: Please circle the correct answer for the following:**

- TRUE  FALSE Most fires that occur in residence halls, fraternity and sorority houses, and off-campus housing, are caused by carelessness.
- TRUE  FALSE Students who die in fires are often killed because they are not aware of the dangers of fires.

**MULTIPLE CHOICE: Please circle the letter corresponding to the correct answer for the following:**

What is the first thing you should do if you are in a fire situation in your room or house?

- A. Stop, drop and roll.
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What is the most important thing you can do for your friends if there is a fire in your dorm or house?

- A. Make phone calls to warn others.
- B. Find your friends to warn them.
- C. Pull the fire alarm.
- D. Get out and get help.

**SHORT ANSWER:**

List three things you can do to prevent a fire from starting after a party in your dorm or house

1. Extinguish all smoking materials thoroughly.
2. Check for improperly discarded smoking materials under cushions and in trash cans.
3. Clean up immediately after parties and take all garbage outside safely away from buildings.

When you return to your housing facility, what will you do about fire safety? Please check all that apply. Write any other answers in the space provided.

- Check the batteries in my smoke alarm to be sure they are working.
- Find all possible exits from my room.
- Make a fire escape route plan with two ways out.
- Practice my fire escape route plan.
- Inspect your living areas for fire/safety hazards.
- Other: \_\_\_\_\_