

No.  
SECTION: Pupils  
TITLE: Safety  
1st Reading: March 28, 2019  
2nd Reading: April 15, 2019  
3rd Reading / Vote: September  
19, 2019

## **SAFETY POLICY**

### **1 PURPOSE**

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The Board of Trustees (“Board”) of the Renaissance Academy Charter School (“Charter School”) directs that the facilities of the Charter School shall be maintained and operated in a safe condition.

The Board directs that there shall be developed, published and posted rules for safety and the prevention of accidents. These rules shall provide for the instruction of students and staff in safety and accident prevention, provide protective devices where they are required for the safety of students and employees, and provide suitable and safe equipment where such equipment is necessary for the conduct of the educational program and the operation of the school.

### **2 DELEGATION OF RESPONSIBILITY**

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The Chief Executive Officer (“CEO”) in consultation with experts, shall prepare rules governing school safety and the prevention of accidents and fire which shall include, at a minimum, the requirements of law and the applicable regulations of various departments of State government. Such rules shall provide regulations and precautions for the safety of students in school, employees in the performance of their duties, students in transit to and from school, injured students and employees, and visitors to the school.

Fire/emergency prevention and safety drills shall be held at least once a month when Charter School is in session as discussed in the Fire Drill Policy and Procedures Policy. In addition, the following policies more specifically provide for the safety of the Charter School community: Emergency Preparedness and Lockdown and Shelter-in-Place.

### **3 RECOMMENDED GUIDELINES**

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#### **Combustible Items**

Nothing combustible is to be stored under stairways, in rooms housing electrical equipment, in fresh air intakes, in ducts of the ventilating systems, on fire escapes or other stairways, in corridors, in passageways leading into fire escapes, or in classroom exit doorways.

All combustible items such as paper, cartons, wood, and textiles shall be kept in closets or on shelves in a mannerly condition.

Cloths, rags, books and/or paper decorations shall not be placed in contact with radiators, steam pipes or other heated surfaces.

Raffia, cotton waste, and/or similar materials are to be stored in covered metal containers.

Stage scenery, costumes, and other stage properties shall be handled and stored with all precautions necessary to prevent fire.

Excess and non-usable materials of a combustible nature shall be promptly removed to reduce fire hazards.

Open flames shall not be used during performances.

The Fire Code should be reviewed to determine limitations on the amount of flammable and combustible liquid that may be stored in a building.

All paints, oils, turpentine, shellac, varnish, lacquers, duplicating fluids, and other flammable liquids or solvents shall be kept in specially provided metal cabinets when not in use. This applies to unopened as well as opened containers.

#### **Electrical Equipment and Appliances**

No electrical installations are to be made in any school facility by persons not authorized by the Board.

All permanent electrical equipment or wiring must be installed under the authorization of the CEO or their delegate.

Only officially approved equipment and appliances must be used, in accordance with accepted safety practices.

Approval for the use of electrical appliances and devices must be secured by teachers from the CEO or their delegate.

The use of multiple or "octopus" wall outlet fittings is not permitted and must be eliminated.

**Curtains and Drapes**

All curtains and/or drapes in areas equipped with a stage platform must be flame-proof unless the material is non-flammable.

Only non-flammable curtain materials may be used on windows.

The CEO shall annually review with the Board all guidelines and regulations dealing with the safety of students and employees and the safe operation of Charter School facilities.

**To the extent that anything in this policy could be construed to conflict with applicable state and/or federal laws, the applicable state and/or federal laws control. this policy is not intended to conflict with charter requirements.**