### The University of the State of New York THE STATE EDUCATION DEPARTMENT State Office of Religious and Independent Schools - Room 1078 Education Building Annex Albany, New York 12234

### ANNUAL NONPUBLIC SCHOOL BUILDING FIRE SAFETY REPORT

### (PLEASE PRINT)

All school buildings containing classroom, dormitory, laboratory, physical education, dining, or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for fire hazard which might endanger the lives of students, teachers, and employees therein. (In compliance with N.Y. Education Law 807-A(1) and New York State Uniform Fire Prevention and Building Code (NYSUFPBC)).

### **School Name**

Facility/Building Name																						
Street Address (NO PO Box Numbers)																						
City/Town/Village Zip Code																						
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Nar	ne of	Mu	nicip	ality	Res	pons	ible i	for L	ocal	Coc	le Er	iforc	eme	nt			1	1	1	1	1	
Nonpublic School BEDS Code																						
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### **INSTRUCTIONS**

- Read the "Manual for New York State Nonpublic School Facility Fire Safety Inspections" prior to inspecting the facility.
- <u>A separate report must be completed for each building and location</u>.
- Part I: General Information. School officials must complete this section annually.
- Part II:
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet Must be completed for schools with electrically operated partitions (Regulations of the Commissioner 155.25).
  - Items 09A-2 through 25A-3 on the Non-Conformance Report Sheet Must be completed for all schools (New York State Uniform Fire Prevention and Building Code).
- Part III (A, B, C and D) Certifications. To be completed by individuals as indicated.
- This form must be kept on file at the school for three years and must be available for public review.
- **Submitting the Report:** The final submission package includes a total of five pages. After the inspection, sign the Certifications on pages 4 and 5, <u>staple the pages together</u>, and mail to the address above.

## Part I: General Information and Fire/Life Safety History (to be completed annually)

2	Indicate the primary use of this facility: (check one b		(domnitom, dining h-11	
a)	Student Instruction	b) Other Student Use physical education b	(dormitory, dining hall,	
			Junuing, etc.)	
	Is there a fire sprinkler system in this facility?	Yes	No	
	If yes, is the sprinkler alarm connected with the build	ding alarm? Yes	No	
	Is there a fire hydrant system for facility protection?	Yes	No	
	If yes, indicate ownership of the system. Public Owned School Owned	Other	(specify)	
	Indicate the ownership of this facility.			
	Leased Owned	Other	(specify)	
•	What is the current gross square footage of this facil (to the nearest whole ten feet)	ity?		
	If this facility is used for instruction, complete (a) –	(d); otherwise go to questi	on #7.	
	a) Fire drills were held in accordance with Sec International Fire Code and F403.5.4 of the	NYS Uniform Code Suppl		
	b) Average time to evacuate this facility:			
		Minutes	Seconds	
	c) Student instruction in arson and fire prevent Education Law; which requires every school instruction in arson, fire prevention, injury p session.	l in New York State to pro	vide a minimum of 45 m	inutes of
	56551011.	Y	Yes No	-
	d) Employee training in fire prevention, evacuar Records maintained in accordance with Sect			year, and
			(es No	-
	If the fire alarm was activated since the last annual f	ire inspection, was the fire	department immediately	v notified
	accordance with Section F401.3.2 of the 2015 Intern		-	

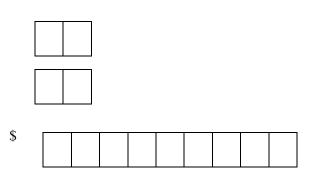
8. Have there been any fires in this facility since the last annual fire inspection?

Yes\_\_\_\_ No\_\_\_\_

If yes, indicate:

- a) Number of fires
- b) Total number of injuries

c) Total cost of property damage



### Part II: Nonpublic School Fire Safety Non-Conformance Report Sheet

School Name \_\_\_\_\_ Building Name\_\_\_\_\_

	1	[ ]						[ [	_
Item #	Non- Conformance	Date Corrected	Item #	Non- Conformance	Date Corrected	Item #	Non- Conformance	Date Corrected	
08A-2			13A-2			19E-1			
08B-2			13B-2			19F-1			
08C-2			14A-2			19G-1			
08D-2			14B-2			19H-2			
08E-2			14C-2			20A-1			
09A-2			14D-1			20B-1			
09B-2			14E-1			20C-1			
09C-1			15A-2			21A-3			
09D-1			15B-1			22A-3			
09F-2			15C-2			22B-3			
09G-2			15D-2			22C-3			
10A-2			15E-1			23A-1			
10B-2			16A-2			23B-1			
10C-1			16B-2			23C-1			
10D-1			16C-2			23D-2			
11A-2			17A-3			24A-3			
11B-1			17B-2			25A-3			
11C-2			17C-2						
11D-2			17D-2				If any ad	ditional	
11E-1			17E-1				on-confo		
12A-1			17F-3					, check ite	
12B-3			17G-1			25A		st the Cod	е
12C-2			17H-2				section	below.	
12D-2			171-2						
12E-1			17J-1						
12F-1			17K-1						
12G-1			17L-1						
12H-1			18A-2				Inspe	ctor	
121-1			18B-2			The		or has bee	n
12J-1			18C-2					a copy of	
12K-1			18D-2					s school f	
12L-1			19A-3			P. 011	safety r		
12M-1			19B-2						
12N-1			19C-1			Yes	5	No	
120-2			19D-1						

### Part III: Nonpublic School Certifications Please complete sections III-A, Section III-B and/or Section III-C, and Section III-D as directed below

### Section III-A Fire Inspection Method

What method(s) did the school authorities use to complete the annual fire inspection for this building? **Check appropriate box(es)** 

- □ Inspection by the <u>fire department</u> of the city, town, village or <u>fire district</u> in which the building is located (complete section III-B)
- □ Inspection by a <u>fire corporation</u> whose territory includes the school building (complete section III-B)
- □ Inspection by the <u>county fire coordinator</u>, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located (complete section III-B)
- □ **<u>Employing or contracting persons</u>** who, in the judgment of the school authorities, are qualified to make such an inspection (complete section III-C)

For additional information regarding these methods, please refer to: https://www.nysenate.gov/legislation/laws/EDN/807-A

# Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, or County Fire Coordinator

The individual noted below inspected this building on \_\_\_\_\_\_\_(date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.
Inspector's Name: \_\_\_\_\_\_ Title: \_\_\_\_\_\_ Date: \_\_\_\_\_\_ Date: \_\_\_\_\_\_ Inspector's Organization: \_\_\_\_\_\_ Inspector's Telephone #: \_\_\_\_\_\_ Inspector's Email: \_\_\_\_\_\_ Inspector's Registry # (assigned by the NYS Department of State) \_\_\_\_\_\_\_

### Section III-C Fire Inspection by Another Individual

School authorities must give reasonable notice of the date and time the annual fire inspection is to be made to the local fire official who has the regular duty of fighting fire in the building to be inspected. Such official, or any subordinate designated by him, may be present during the inspection and may also file a report of inspection.									
The individual noted below inspected this building on(date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed.									
Inspector's Name:	Title:								
Signature: Date:									
Inspector's Organization:									
Inspector's Telephone #: Inspector's Email:									
Inspector's Registry # (assigned by the NYS Department of State)									
Name of Local Fire Authority:									
Address of Local Fire Authority:									
Notification Date: Fire Authority Contact Name:									
Was a Local Fire Official Representative present at inspection?									
<ul><li>☐ Yes</li><li>☐ No</li></ul>									

### Section III-D. School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

- 1. Public notice of report availability has been published, and that
- 2. Any nonconformances noted as corrected on the *Nonpublic Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
- 3. For any uncorrected nonconformances that appear on this report, the Board of Trustees, has at the meeting held pursuant to Section 807-a of New York State Education Law, conferred with the fire chief concerning the alleged deficiencies appearing on the inspection report and the measures proposed to be taken to correct such deficiencies.

Name:	Title:
Signature:	Telephone #:
Email:	