

Annual Fire Safety Report

TOCCOA FALLS COLLEGE
Toccoa Falls, Georgia

Reporting year 2024

Residential Fire Statistics	FIRES			INJURIES			DEATHS			PROPERTY VALUE LOSS	
	2022	2023	2024	2022	2023	2024	2022	2023	2024	CURRENT YEAR*	
Alys Reeder Terrace	N/A	0	0		N/A	0	0		N/A	0	0
Boykin Apartments	0	0	0		0	0	0		0	0	0
Cora Houston Terrace	0	0	0		0	0	0		0	0	0
Damron Terrace	0	0	0		0	0	0		0	0	0
Fant Hall	0	0	0		0	0	0		0	0	0
Forrest	0	0	0		0	0	0		0	0	0
Hilyard Cottage	0	0	0		0	0	0		0	0	0
LeTourneau Hall	0	0	0		0	0	0		0	0	0
Louise Bell Terrace	0	0	0		0	0	0		0	0	0
McDuffie Terrace	0	0	0		0	0	0		0	0	0
Oakvale	0	0	0		0	0	0		0	0	0
Pinecrest	N/A	0	0		N/A	0	0		N/A	0	0
Prentice Cottage	0	0	0		0	0	0		0	0	0
Roose Terrace	0	0	0		0	0	0		0	0	0
Tyler Cottage	0	0	0		0	0	0		0	0	0
Winnie B. Powell Terrace	0	0	0		0	0	0		0	0	0

*Property values are in dollars.

Fire Policy #1 Policy on portable electric appliances

Due to fire code regulations, certain types of electrical appliances are not permitted in sleeping areas. These include but are not limited to toasters, grills, microwaves, space heaters, and hot plates. Small refrigerators, coffee pots and game systems are permitted. Fire regulations also prohibit the presence of any open flame or device that emits smoke or fumes, such as Vapes, burning incense, candles, oil lamps, or kerosene lanterns.

Fire policy #2 Procedures for student housing evacuation

Depending on the circumstance, a building may be either partially or totally evacuated. Under partial evacuation, occupants may be asked to relocate to another part of the building that is deemed safe. Complete evacuation will result in all persons leaving the building and moving to a designated area outside.

The Resident Director or Resident Assistant will make the decision to evacuate the building when a fire has been confirmed, the fire alarm system in place has been activated, and/or other situations in which considerable damage has occurred. The Resident Director and/or Resident Assistant are responsible for knowing the assembly areas located near their buildings.

They are also responsible for making sure that everyone clearly understands that all occupants are to evacuate to that area for accountability reasons.

Fire Policy #3 Policies for fire safety education

Each school year the institution will provide the opportunity for our Faculty and Staff to attend a class on Fire Safety. This class will teach the participant the proper procedures to follow in the event there is a fire. The training will also include the proper use of a fire extinguisher. Students that are in a leadership position will attend a mandatory class that will include the proper use of a fire extinguisher as well as the proper procedures that they will follow in the event of an emergency.

Fire Policy #4 Policy on who to report a fire to If the fire is not contained:

Business Hours

911	Emergency System to Fire Department
404-426-1048 (cell)	Caleb Faircloth, Fire Marshal
706-342-8742	Security Center
706-244-6757 (cell)	Security 24/7 phone and messages
706-308-0948 (cell)	Stephen Frady, Assistant Director of Physical Plant
706-244-0483 (cell)	Stephen Johannes, Director of Safety and Security
706-599-9227 (cell)	Merlin Schenck, Associate V.P. of Operations

After Hours

911	Emergency System to Fire Department
404-426-1048 (cell)	Caleb Faircloth, Fire Marshal
706-491-4470 (cell)	Bob Nickerson

If the fire is contained, on call personnel:

706-491-4470 (cell)	Bob Nickerson (after hours)
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Fire policy #5 Policy on plans for future improvement

Future improvement plans will include meeting with local Fire Responders to help them become more familiar with campus and 911 campus maps.

Fire Policy # 6 Persons or organizations responsible for carrying out oversight of this process.

Organization: Toccoa Falls College
Individuals: Director of Safety & Security
Electronic Messaging System maintenance— IT Supervisor.

Fire Policy # 7 Procedure to disseminate emergency information

If an emergency occurs the campus community will receive communication notification via our e2Campus electronic messaging system that uses text, voice or email notification.

The Officials that have responsibility to send out notification by the e2Campus system include:

- Assistant Director of Physical Plant
- Director of Safety and Security
- Supervisor of Safety Department
- Res Life Director
- Associate VP of Operations (Business Hours)

In the event a message needs to be transmitted via phone system, the individual to perform this would be:

- Supervisor of Electrical Department

Fire Policy # 8 Procedure to test the emergency response and evacuation, publicizing and documenting each exercise.

The Supervisor of the Safety Department or IT will test the electronic messaging system. Functionals on these systems will be tested quarterly. The test results, date and time are recorded each time.

Fire Systems In Place

Alys Reeder Terr. Smoke and Heat detectors, fire alarms, sprinklers, monitored
Cora Houston Terr. Smoke and heat detectors, fire alarms, sprinklers, monitored
Damron Terr. Smoke detectors
Fant Hall Smoke detectors, fire alarms
Forrest Hall Smoke detectors, fire alarms, heat detector
LeTourneau Hall Smoke detectors, fire alarms
Louise Bell Terr. Smoke detectors, fire alarms, heat detector, sprinklers, monitored
McDuffie Terr. Smoke detectors
Powell Terr. Smoke detectors, fire alarm, heat detector
Prentice Cott. Smoke detectors
Roose Terr. Smoke detectors
Hilyard Cott. Smoke detectors
Tyler Cott. Smoke detectors
Boykin Apts. Smoke detectors –
Pinecrest Smoke detectors
Oakvale Smoke detectors