



OSFM SCHOOL LOCKDOWN FACTSHEET

Guidance for code officials, school districts, and governing officials

Contact your local Fire Code Official for Lockdown Plan details.

Lockdown plans must be approved by the local fire code official. Review current and proposed changes to lockdown plans with the fire code official.

Lockdown Plan Contents:

2018 NC Fire Code

404.2.3.1 Lockdown plan contents. Lockdown plans shall be *approved* by the *fire code official* and shall include the following:

1. Initiation. The plan shall include instructions for reporting an emergency that requires a lockdown.
2. Accountability. The plan shall include accountability procedures for staff to report the presence or absence of occupants.
3. Recall. The plan shall include a prearranged signal for returning to normal activity.
4. Communication and coordination. The plan shall include an *approved* means of two-way communication between a central location and each secured area.

404.2.3.2 Training frequency. The training frequency shall be included in the lockdown plan. The lockdown drills shall not substitute for any of the fire and evacuation drills required in Section 405.2.

404.2.3.3 Lockdown notification. The method of notifying building occupants of a lockdown shall be included in the plan. The method of notification shall be separate and distinct from the fire alarm signal.

2018 NC Fire Code

SECTION 404 FIRE SAFETY, EVACUATION AND LOCKDOWN PLANS

Contains more details for development and drills. It is most important to develop a plan and practice it.

Alarm Requirements:

2018 NC Fire Code

907.2.3 Group E. A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E occupancies. When *automatic sprinkler systems* or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system.

Exceptions:

1. A manual fire alarm system is not required in Group E occupancies with an *occupant load* of 50 or less.
2. Emergency voice/alarm communication systems meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall not be required in Group E occupancies with occupant loads of 100 or less, provided that activation of the manual fire alarm system initiates an *approved* occupant notification signal in accordance with Section 907.5.
3. Manual fire alarm boxes are not required in Group E occupancies where all of the following apply:
 - 3.1. Interior *corridors* are protected by smoke detectors.
 - 3.2. Auditoriums, cafeterias, gymnasiums and similar areas are protected by *heat detectors* or other *approved* detection devices.
 - 3.3. Shops and laboratories involving dusts or vapors are protected by *heat detectors* or other *approved* detection devices.
4. Manual fire alarm boxes shall not be required in Group E occupancies where all of the following apply:
 - 4.1. The building is equipped throughout with an *approved automatic sprinkler system* installed in accordance with Section 903.3.1.1.
 - 4.2. The emergency voice/alarm communication system will activate on sprinkler water flow.
 - 4.3. Manual activation is provided from a normally occupied location.

Manual Fire Alarm Box Options:

- Not required with automatic smoke detection/alarm system – Exception #3
- Not required in sprinklered building – Exception #4
- Install listed covers with horns on manual fire alarm boxes
- Local alarm signal pre-verification to constantly attended location (reception desk, resource officer, delay) (NFPA 72-2013 26.2.2)
- Fire watch personnel

Access Control:

- Direct all visitors through a central entrance.
- Metal detectors
- Card readers
- Video cameras
- Interlocks at entrances (reverse sallyport doors in sequence)
- Security devices within rooms as part of the lockdown plan
- Resource officers

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1010.1.9.2 Hardware height. Door handles, pulls, latches, locks and other operating devices shall be installed 34 inches (864 mm) minimum and 48 inches (1219 mm) maximum above the finished floor. Locks used only for security purposes and not used for normal operation are permitted at any height.

2018 International Fire Code

1010.1.4.4 Locking arrangements in educational occupancies. In Group E and Group B educational occupancies, egress doors from classrooms, offices and other occupied rooms shall be permitted to be provided with locking arrangements designed to keep intruders from entering the room, where all of the following conditions are met:

1. The door shall be capable of being unlocked from outside the room with a key or other approved means.
2. The door shall be openable from within the room in accordance with Section 1010.1.9.
3. Modifications shall not be made to listed panic hardware, fire door hardware or door closers.

1010.1.4.4.1 Remote operation of locks. Remote operation of locks complying with Section 1010.1.4.4 shall be permitted.

Other Thoughts:

- Incorporate security in new construction
- Protection of students in outdoor areas (athletic fields, playgrounds)

Other Resources:

- NFPA 3000 Standard for Preparedness and Response to Active Shooter and/or Hostile Events
<https://www.nfpa.org/codes-and-standards/all-codes-and-standards/list-of-codes-and-standards/detail?code=3000>
- NCDOI Interpretation – Lockdown Hardware Operation
http://www.ncdoi.com/OSFM/Engineering_and_Codes/Documents/Interpretations4/2012%20Fire%20Prevention/1008.1.9.5%20-%20Lockdown%20Hardware%20Operation.pdf