

The Monticello Fire Department encourages you to have a family meeting once a month to discuss portions of this document. Communication and Knowledge are the keys to your family's safety.

Smoke Detectors:

- Change your smoke detector battery when you change the time on your clocks.
- If you hear a chirp sound every once and awhile and you cannot figure out what it is, stand under your smoke detector and listen for the chirp sound. Change your battery if the sound is coming from your smoke detector.
- Test your smoke detectors once a month. Do this by pressing and holding in the test button on the face of the smoke detector. Once you hear the noise, take your finger off the test button. The smoke detector should reset itself in about 10 seconds.
- Smoke detectors do wear out. Have someone go inside the bedroom with the door shut and see if they can hear the smoke detector noise when it is being tested. You should replace the detector if it's not loud enough to wake someone up.

If you are replacing or putting up a new smoke detector, make sure it is:

- 3 feet away from bathroom doors;
- 3 feet away from kitchen openings;
- 3 feet away from supply air conditioning registers and
- 4 inches away from a way

If your bedrooms are spread out throughout the house, you probably need a smoke detector outside each bedroom. Give a gift of life; give a loved one a smoke detector.

Escape Plan:

Plan an escape route from every room and from every floor in the home. Select an outdoor meeting place and be sure everyone in the family knows where it is. If there is only one exit from the upper floor, have slides or rope ladder available and practice proper use.

Practice the plan and make sure that everyone in your family knows what to do in case of fire.

Fire Extinguishers:

41% of all residential fires start in the kitchen. Install a 2A:10BC fire extinguisher where it can be easily reached in an emergency. Never locate the fire extinguisher above the stove or in a cabinet near the stove. It is important that you do not have to reach through the fire to get the fire extinguisher.

How to use a Fire Extinguisher

When fighting small fires, remember PASS (Pull – Aim – Squeeze – Sweep).

PULL the pin. This unlocks the operating lever and allows you to discharge the extinguisher.

AIM low. Point the extinguisher nozzle (or hose) at the base of the fire and not at the flames.

SQUEEZE the lever above the handle. This discharges the extinguishing agent. Releasing the lever will stop the discharge.

SWEEP from side to side, moving carefully toward the fire. Keep the extinguisher aimed at the base of the fire and sweep back and forth until the flames are out. Watch the fire area. If the fire starts up again, repeat the process

Always keep yourself a clear escape route that won't be blocked by fire.

Cooking Safety:

Never Leave Cooking Unattended – 41% of residential fires start in the kitchen. Monitor hot oil carefully and heat slowly. If you must leave the cooking area, turn off the heat. Never use water to put out an electrical fire. This can cause a serious shock hazard. Do not wear loose or flowing sleeves when cooking. If you have a grease fire on top of the stove, slide a lid over the pan to smother the flames. You may also use a fire extinguisher or sprinkle baking soda in the pan. Never use water, flour, or salt to extinguish a grease fire. Keep ovens, broiling pans and kitchen exhaust fans

clean. Keep pot handles out of the reach of children. With small children in the house, turn handles away from front of the stove.

Heating Equipment Safety:

Make sure combustible material is at least 3 feet away from space heaters, fireplaces, wood burning stoves and furnaces. Inspect and clean your chimney annually. When you leave the room, turn off space heaters – don't leave them unattended.

Store Gasoline in Approved Containers: and don't keep more than 2 gallons on hand at any time. Containers must be vapor tight and stored in a cabinet in the garage or outside of the home well away from any source of ignition. Never keep gasoline inside of your home. Do not store gasoline or any equipment that uses gasoline inside the carport laundry room. Keep gasoline out of the reach of children.

Bedroom Safety:

More than half of all fatal home fires occur while people are sleeping

- Never smoke in bed
- Never place space heaters too close to things that may burn.
- If you must use a space heater in your bedroom, allow for a 3-foot clearance around the unit
- Install smoke detectors
- Sleep with your door closed.
- Have a planned escape route. Remember – get out first then call 911 from a neighbor's house.
- Never cover lamps with clothing, paper, curtains or other materials that may come in contact with a hot light bulb.
- Check light cords and other cords that you may be using in your bedroom for frays, tears or exposed wires. If you find one, discard the cord immediately.

Bars on Bedroom Windows must open from the inside of the room without the use of a key, combination lock, tool or special knowledge. If yours do not, then have them retrofitted as soon as possible with a proper latching and locking device. Check with your fire department to ensure that the opening is the correct size.

Grates covering exterior doors must also open easily. Do not use "double-keyed cylinder dead bolts" for any residential doors. These types of locks need a key on the inside to open when locked. If you misplace the key, you won't be able to get out quickly enough .

Matches, Lighters, and Candles:

They are not toys for children. Keep these items out of children reach. Candles are a major cause of fires and a serious threat to life. Extinguish all candles whenever you leave the house or room for any extended period of time. If you have pets, do not place candles in any location that the pets could possibly knock the candles over.

Electrical Safety:

Be Careful Around Electricity – Never stand in water or on damp surfaces while operating an electrical appliance. Don't use appliances or extension cords that are damaged – throw them away. Do not use frayed extension cords and do not place extension cords near a heat source, under a rug, or above ceiling tiles where the cords will dry up, crack and the wires will short out and start a fire. Do not overload electrical outlets or extension cords. If you suspect that your electrical system in your home is defective, you should seek professional help with the system. Electrical problems are not a do-it-yourself project. If a fuse or circuit breaker should blow or keeps tripping, find out why and correct the problem. Always use the correct size fuse. Never use water to put out an electrical fire. This can cause a serious shock hazard.

IF A FIRE HAPPENS:

1. Don't panic -- do your best to stay calm. Leave the house or apartment quickly. Don't go back in for any reason.
2. If smoke is present, drop to the floor and crawl to the nearest exit (air will be cleaner closer to the floor).
3. If trapped inside and blocked by smoke, close all doors between you and the smoke. Try to seal openings around

doors with wet towels and then open a window slightly at top and bottom for fresh air.

4. Feel the door before you exit through it and if the door is hot, leave by another exit.
5. In case of fire, use the stairs and not the elevator.
6. Always use cool water or ice on a skin burn, never grease or butter.

General Fire Safety:

1. Be sure children know their address.
2. Teach your children how to dial 9-1-1 and have them "pretend" to dial it. Have them practice talking clearly and calmly.
3. Practice STOP, DROP AND ROLL with your children.
4. Make sure your babysitter knows the family's fire safety rules, escape routes and meeting place.
5. Make sure your house numbers can be easily seen from the street.
6. Remember, fire engines and emergency vehicles always have the right-of-way, Pull over and stop.

Multi-Story Buildings:

1. Memorize exit locations from your apartment, recreation, laundry and storage areas so you can find them even in the smoke.
2. If there is only one exit from the upper floor, have slides or rope ladders available and practice proper use of them.
3. Recommend semiannual fire drills to your building manager.
4. Know where the fire alarms are and how to use them.

5. Do not smoke if you are taking medication that makes you drowsy.
6. If you or a member of your family are handicapped and need help in leaving your apartment, make sure the fire department is aware of it. There are labels available that can be placed on windows where handicapped people reside.

Spring/Summer Safety Tips:

1. Store paints, fuels and all ignitable liquids in a cool, locked metal cabinet. Greasy rags should be stored in a self-closing metal container. DO NOT store chemicals together that are not compatible (e.g. pool chemicals, oils, gasoline and cleaning products). If you're not sure, call your local fire department.
2. When on trips, check hotel/motel rooms for smoke detectors as well as alternate means of escape.
3. Fireworks, including sparklers, are dangerous. Fireworks, including firecrackers, are illegal. Leave them to the professionals.
4. Stow boat fuel carefully and use caution when refueling. Do not smoke. Be sure to vent engine compartment by turning on blowers when fueling.
5. Use only flashlights in a tent. Never use candles, heaters or stoves.
6. Keep your campfire small. When extinguishing fire or before leaving a campfire site, pour water or dirt over it until the coals and ground are cool to the touch.

Fall/Winter Safety Tips:

1. Become familiar with outdoor burning regulations in your area. Most outdoor fires, including burning leaves, are illegal unless approved by the appropriate authority.

2. Make sure holiday decorations and children's costumes are fire retardant.
3. Use flashlights, not candles, in jack-o-lanterns.
4. Light candles beyond a child's "reach" zone. Keep lit candles away from curtains, off shelves and away from flammables. Put out candles when they're unattended or before you go to bed.
5. Keep space heaters away from furniture and curtains. Make sure space heaters are off before you leave the house or go to bed.

Holiday Safety Tips:

Driving:

- Make sure your car is in good operating condition.
- Check all fluids and the air in your tires.
- Leave for vacation or trips in time to avoid rush hour traffic.
- Always use seatbelts and proper child restraints.
- Drive defensively.
- Obey the speed limit.
- Rest when you get tired and arrive alive.

Christmas Trees:

1. Use only UL listed Christmas tree lights.
2. Replace frayed, damaged or worn out light strands.
3. Plug all your lights into a UL listed outlet box that has a surge protector.
4. Shut the lights off when you go to bed, leave the room for a long period of time or when you leave the house.
5. Keep candles and other open flames away from Christmas trees.
6. Do not use sharp or pointed decorations.
7. If the tree is a natural tree, check the water in it daily, look around the lights to make sure they are not burning the tree and dispose of it properly on Christmas tree pick up day.

Halloween:

1. Make sure costumes are flame-retardant and keep costumes short to prevent trips, falls, and other bumps in the night.
2. Keep burning jack-o'-lanterns away from curtains and combustibles indoors; outdoors, keep them away from landings and doorsteps where they could be knocked over or come into contact with costumes.
3. Use make-up instead of a mask. If a mask is used, make sure it doesn't block vision.
4. Make sure the costume is visible to drivers -- trim with reflective tape for added safety. Carry a flashlight or a "glow-stick."
5. Trick-or-treaters should go in small groups and stay in their own neighborhood. Parents should accompany children.
6. Adults should inspect all candy before children are allowed to eat it. Throw away any treats that are not store-purchased and individually wrapped.

Halloween Pet Safety Tips

1. Don't leave your pet out in the yard on Halloween: There are plenty of stories of vicious pranksters who have teased, injured, stole, even killed pets on this night.
2. Trick-or-treat candies are not for pets: Chocolate is poisonous to a lot of animals and tin foil and cellophane candy wrappers can be hazardous if swallowed.
3. Be careful of pets around a lit pumpkin: Pets may knock it over and cause a fire. Curious kittens especially run the risk of getting burned.
4. Don't dress the dog in costume unless you know he loves it. Otherwise, it puts a lot of stress on the animal. If you do dress up your dog, make sure the costume isn't constricting, annoying or unsafe. Be careful not to obstruct its vision even the sweetest dogs can get snappy when they can't see what's going on around them.
5. All but the most social dogs should be kept in a separate room during trick-or-treat visiting hours; too many strangers in strange garb can be scary for a dog.
6. Be careful your cat or dog doesn't dart out through the open door.

Summer Safety Tips – Swimming:

- Never go swimming alone.
- Always use the buddy system.
- Make sure you have adult permission and supervision.
- Be familiar with safety equipment and know where it is located.
- Don't go in the water in bad weather.
- If someone is drowning--get help right away.
- Call 9-1-1 for emergency assistance.
- Don't hang up until you are told do so; listen for instructions.

Grilling

- Never use charcoal lighter fluid on a burning fire.
- Never use gasoline to start a grill.
- Leave grill hood open until ignition occurs when lighting gas grills.
- Keep a minimum 3 foot area clear all around your grill.
- Keep a fire extinguisher or charged garden hose accessible.
- Putting the top down on a grill fire can smother the fire.
- Always shut off the valve to propane tanks when not in use.
- Always follow the manufacturer's recommendations.