Vanderbilt has fully sprinkled all residence halls to provide maximum fire safety for all. Even so, when you move in, you need to immediately determine:

- All evacuation routes from your floor and residence hall.
- Your residence hall’s designated assembly location.
- How many doors there are between your room and the emergency exits? Count doors going in both directions down the hall from your door.
- Where the fire alarms and fire alarm activation pull stations are located.

If you see smoke or fire or hear an alarm:

- Evacuate and pull the fire alarm pull station when you reach the nearest exit.
- Don’t stop to collect belongings other than your keys. Things can be replaced, you can’t!
- Before opening doors, check for heat:

  **If door is cool:**
  - Leave lights on.
  - Open door carefully. If you see dense smoke and flames, skip to ‘If it is hot.’
  - If there is light smoke, stay low and cover face with damp cloth to filter out particles.
  - In smoky hallways use the number count of doors on your way to help you quickly find the nearest exit.
  - Close doors behind you to slow spread of smoke and fire.
  - If you are not on the ground floor, use stairs, NOT ELEVATORS.

  **If door is hot:**
  - Keep door closed!
  - If you are on a ground floor, exit through the window.
  - Prevent smoke from entering your room by placing wet towels at bottom of door; if your door has a vent, prop your mattress against it.
  - Call 911 and report location of your building, floor, room number and the number of people with you.
  - Wave white towel from window to signal attention
  - If light smoke exists in your room, open window 6” from top and bottom and breathe from the bottom portion. Do not break a window, this can allow fire and smoke from below to enter your room.

Assist the physically challenged:

- Offer to guide the visually impaired.
- If you are with a hearing impaired person explain the alarm strobe signals to Evacuate.
- If a wheelchair-bound mobility impaired person is visiting you on an upper floor and the alarm sounds help them to a refuge point and instruct them to wait for Fire Dept. assistance:
  - First choice would be a stairwell refuge point (a widened stairway landing that will accommodate a wheelchair without impeding resident use of the stairs as exit).
  - If no stairway refuge exists, have them remain in a residence room.
  - Be sure they have phone or cell phone available.

After you get out:

- Go to your designated assembly location.
- Report to your RA, RLC or AD (or VPD if neither are present) and tell them about:
  - The location of any unevaluated persons.
  - If you assisted mobility impaired person, provide their refuge point and phone number.
  - Problems you saw while exiting, such as hallways/stairs filling with smoke or blocked by flame.
- Do not go back into the building until cleared by on-site Emergency Personnel.