

HARTFORD FIRE DEPARTMENT

Prevention	SOP: 801
Public Education Program	PAGE: 1-3
APPROVED BY: Scott D. Cooney, Fire Chief	EFFECTIVE DATE: 6-8-19

PURPOSE

The purpose of the public education program is to enhance community safety by providing education in the areas of life safety, fire prevention, and home and workplace safety.

PROGRAM OBJECTIVES

Provide public safety education programs to Hartford residents.

SECTION 1: PUBLIC SAFETY EDUCATION GRADES K-5

PROGRAM OBJECTIVES

Provide fire and safety education to grades K-5.

OPERATIONS

The Officer in charge of public education shall meet with the public grade school principals, at the beginning of the school year. They shall promote the fire safety program, and set up the number and length of visits.

Instructors are to remain at the schools, unless instructed otherwise by the duty Officer. There is to be a minimum staffing of three at station one. The instructor is not counted as coverage.

All instructors will be familiar with the "Learn Not to Burn" curriculum.

RESOURCES

NFPA "Learn Not To Burn Curriculum.

Appropriate materials as needed, from our fire prevention and public education library.

DOCUMENTATION AND INFORMATION

Lesson plans shall be followed by the instructors.

PROGRAM EVALUATION

At the end of the school year, the Officer in charge of public education shall meet with each principal. They discuss the benefits, concerns, and suggested improvements of the education program.

Evaluations of the instructors and curriculum are distributed to the principals at the above visit. The Officer in charge of Public education will meet with the instructors.

SECTION 2: GENERAL PUBLIC

PROGRAM OBJECTIVES

To provide fire extinguisher training, public safety education and demonstrations to adults, senior citizens and businesses in the community. Develop specific programs for interest groups. Such as:

- Woodstove Inspections
- Hotel/Motel Safety
- Exit Drills in commercial buildings
- E-911 House Numbering
- “File of Life” Medical History
- Juvenile Fire Setters

OPERATIONS

The department will provide fire safety training to the public upon request. All request will be scheduled into Red Alert. Shift officers shall be notified of the scheduled training. The shift will utilize approved audio/video instructional materials relevant to the topic.

Live fire extinguisher training will utilize the Bullex Fire Extinguisher Prop.

PERSONNEL

The duty officer shall assign members of the shift to perform the training. The number of members attending should be based on the location of the training and the ability to respond to emergencies in a timely manner.

Training sessions are under supervision of the duty Officer.

RESOURCES

Fire prevention and public education library.
Bullex Fire Extinguisher Prop.

DOCUMENTATION AND INFORMATION

Training completed by the shift is to be entered into Target Solutions. A NFIRS will be completed after all outside training involving the public.

SECTION 3: IN-HOME SAFETY VISITS

Purpose:

To provide a procedure to ensure that all Home Safety Visits by Hartford Fire Department personnel are performed in a consistent and effective manner.

Responsibility:

It is the responsibility of all Hartford Fire Department personnel who perform home safety visits to conform to this standard, and make themselves familiar with the related forms and documents.

Background:

The Home Safety Visit is intended to be an educational tool for the residents of the Town of Hartford. Visits will be conducted with any household in Hartford who requests one. These visits are designed to provide fire and life safety tips to residents. The Home Safety Visit is also an opportunity for Hartford residents to become more familiar with the fire department, and the services we offer.

Training: Hartford Fire personnel will have an introduction to the Home Safety Visit program with trained personnel, prior to conducting a Home Safety Visit on their own.

Updated 3-28-07

11-14-12

6-8-19