



PH. (843) 918-1192

FAX (843) 918-1204

City of Myrtle Beach
SOUTH CAROLINA
FIRE DEPARTMENT

**CODE REQUIREMENTS
FOR
CHILD DAY CARE FACILITIES**

GENERAL

1. All emergency lighting and exit signs (including battery back up function) must be maintained so as to be operational at all times.
2. All exit access routes and required exit doors must be unobstructed and capable of full instant use in case of fire or other emergency.
3. All portable fire extinguishers must be maintained in an operable condition and must have a current (within the past 12 months) service tag from a SC licensed extinguisher contractor affixed to the extinguisher.
4. The fire alarm system must be maintained in an operable condition and tested and certified annually by a SC licensed alarm contractor.
5. If installed after May 1991 the fire alarm system must be electrically monitored by an off premises UL listed monitoring facility.
6. All accessible electrical outlets must be provided with protective covers to prevent entry of foreign objects into the receptacles.
7. Rooms for first grade children and younger must be located on the ground level. Rooms for second grade children may be located one floor above ground level.
8. All electrical boxes must be provided with approved cover plates.
9. The use of extension cords is strongly discouraged in child care facilities. If used, they must be inaccessible to the children and must comply with the conditions of use and limitations described in International Fire Code.



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10. All smoke detectors must be maintained so as to be operational at all times.
11. A floor plan of the building showing exit routes should be posted and reviewed by all staff members.
12. A fire plan describing what actions are taken by the staff must be developed and posted.
13. Quarterly fire drills must be conducted, the results recorded and made available to the Fire Inspector upon request.

Myrtle Beach Fire Department
Inspection Division
921B North Oak Street
918-1109



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FIRE EMERGENCY PROCEDURES

For

(Name of Daycare)

Prepared by

(Name)

(Year)



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In the event a fire should occur or the fire alarm system should sound, the following procedures are to be initiated immediately and in the order listed.

1. All infants shall be removed from the building by way of the direct exit from the infant care room and taken to a predesignated safe zone away from the building. The following staff members are assigned to this task:

2. While infants are being removed, the remainder of children and staff members shall leave the building through the nearest exit and proceed immediately to the designated safe zone. The following staff member is assigned to ensure that the building is evacuated and that individual room doors are closed to help contain the fire:

3. **The Daycare Director** shall be responsible for notifying the fire department by dialing **911** if a fire is discovered or the fire alarm system is activated. **This shall be done immediately!**

4. **The Daycare Director** shall also be responsible for taking a head count after the building is evacuated to ensure that all children and staff members are accounted for.

5. **The Daycare Director** shall meet the fire department personnel upon their arrival to render pertinent information regarding the fire or alarm activation.

6. **All other staff members** shall remain with the children in the safe zone away from the building.

7. **Under no circumstances should anyone re-enter the building until told to do so by the fire department officer in charge.**