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Approved date:

Supersedes date:

Review Date:

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*Number 6.4* FIRE SAFETY IN THE RE CLASSROOM

PURPOSE

To minimize the risk of accidental fire and resultant injuries.

To clarify the responsibilities of UUFC staff, volunteers, and parents in ensuring the safety of all children and youth involved in the RE Programs.

BACKGROUND:

Lighting the Chalice is the primary ritual of our UU faith tradition. Lighting candles to share Joys and Concerns is also a meaningful UU ritual. Because fire safety is important, the following procedures for fire drills and the use of candles have been developed.

POLICY

1. RE teacher/guides will be trained in the safe use of candles, the location of the fire exits and extinguishers, and fire evacuation procedures during yearly teacher orientations.
2. Maps showing fire evacuation routes will be posted in each classroom.
3. Fire drills for the entire building will be conducted at least one Sunday per year and will include the process of accounting for every child and youth attending the RE program on that given day. Individual classes may, at their discretion, conduct additional fire drills.
4. Teacher/guides will be asked to provide a safe routine for candle lighting and use the following procedures.

CANDLE LIGHTING PROCEDURES

- A. Only teacher/guides should handle matches, which will be stored in the DRE's office when not in use.
- B. Teacher/guides should use the approved votive candleholders that are provided by UUFC.
- C. It is safer to place multiple candles in a row for lighting, rather than in a mass, which might require someone to lean over a flame.
- D. Lighted candles should not be passed from child to child around a circle.
- E. All candles should be extinguished at the end of the ceremony and when leaving the classroom.

Approved by the Board of Trustees *on 11 May 2009.*

*President*

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*Carl English-Young, Board*