



FIRE ALARM ACTIVATION PROCEDURE (SAF-P014)

Clarksville-Montgomery County School System

1.0 SCOPE:

- 1.1 Pursuant to T.C.A. §49-6-807(e), in the event of a fire alarm activation this procedure outlines a response protocol in determining the cause.

The online version of this procedure is official. Therefore, all printed versions of this document are unofficial copies.

2.0 RESPONSIBILITY:

- 2.1 Principals

3.0 APPROVAL AUTHORITY:

- 3.1 Safety and Health Director

4.0 DEFINITIONS:

- 4.1 CMCSS – Clarksville-Montgomery County School System

5.0 PROCEDURE:

- 5.1 This procedure applies to all CMCSS employees, students, volunteers, and visitors who occupy a CMCSS building during a fire alarm activation.
- 5.2 In the event of a fire alarm activation, all building occupants should assess their immediate environment and select the safest response, in accordance with the District's Standard Response Protocol.
- 5.3 Items below should be considered when determining the best course of action:
 - What is the immediate threat?
 - Do you see fire?
 - Do you see or smell smoke?
 - Do you hear gunshots?
 - Is there an active threat between the class and the path of evacuation?

6.0 ASSOCIATED DOCUMENTS:

- 6.1 School Safety Resources and Engagement Guide ([SAF-G007](#))

7.0 REVISION HISTORY:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
7/23/24		Initial Release

* * * E n d o f P r o c e d u r e * * *