

Kenyon College Fire Watch Plan

(Special Event - May 12th - May 27th 2025)

SECTION 1 - TENT INFORMATION

Location: Ascension Lawn (North) 201 College Park St. Gambier, OH. 43022

Tent Size: three 120X40 tents

Construction Type: IIB

Electric Required: Lighting Only

Max Occupancy: 224 in tent one, 224 in tent two, 136 in tent three

Posting: Tents shall be posted with the maximum occupancy and notice stating the requirement for Fire Watch when occupancy exceeds 99 occupants.

SECTION 2 - SCHEDULE

Installation date: May 12, 2025

Teardown date: May 27, 2025

Schedule of Events:

The schedule is subject to change, but Fire and Safety Watches will be provided during any and all events in the tent.

(Commencement use and reunion use will start on Thursday, May 15th throughout Monday, May 26th.)

SECTION 3 - FIRE WATCH PROCEDURES

Personnel: Kenyon College will assign a designated, paid person during each scheduled event for the sole purpose of fire watch.

Assigned Duties: A designated fire watch person shall be responsible for: 1) notifying the Mount Vernon Fire Department and tent occupants of an emergency, 2) preventing a fire from occurring, 3) extinguishing small fires, 4) protecting the public from fire or life safety dangers.

Required Training: The designated fire watch person shall be trained in: 1) general fire safety and fire prevention procedures, 2) use of a fire extinguisher, 3) emergency notification and

evacuation procedures, 4) emergency communications with emergency personnel via two-way radio and telephone, 5) record keeping procedures required for fire watch.

Required Equipment: A designated fire watch person shall be equipped with: 1) a two-way radio, 2) a mobile/cellular phone, and 3) an air horn. Designated fire watch person shall have immediate access to 1) fire extinguishers at posted locations throughout the tent and 2) posted Fire Watch record/lag located within the tent.

Documentation: A designated fire watch person shall maintain a record/lag for inspection by the AHJ. Log is to be maintained in a minimum of 1 hour intervals.

Emergency Procedure: Once an emergency is identified the designated fire watch person shall: 1) make notification to tent occupants with the provided air horn and evacuate the tent, 2) notify the Mount Vernon Fire Department and Kenyon Campus Safety Department of the emergency, 3) if possible, extinguish the fire, 4) maintain a clear perimeter until first responders are on scene.

SECTION 4 - APPROVALS

Kenyon College has reviewed this fire watch plan with the Mount Vernon Fire Department. Both Parties hereby agree to strict adherence to this plan throughout the duration of the tent setups:

Kenyon College Representative

Event Host, title, date

Terry Davis, Fire Marshal, Mt. Vernon Fire Department