



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

UPDATE TO FIRE EMERGENCY PROCEDURES POLICY S.M.07

And the angel of the Lord appeared to him in a flame of fire out of the midst of a bush. He looked, and behold, the bush was burning, yet it was not consumed.

Exodus 3:2

Created, Draft	First Tabling	Review
August 30, 2016	September 13, 2016	
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RECOMMENDATION REPORT

Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ. We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.



R. McGuckin
Associate Director of Academic Affairs

A. Sangiorgio
Associate Director of Planning and Facilities

C. Jackson
Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier
Director of Education

A. EXECUTIVE SUMMARY

Staff recommend updates to the Fire Emergency Procedures policy S.M.07 to ensure and clearly communicate regulations for compliance with the Ontario Fire Code regulation under the *Fire Protection and Prevention Act, 1997*. An update of the policy in meta format is attached at APPENDIX A.

B. PURPOSE

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends a policy revision.

C. BACKGROUND

1. The Fire Emergency Procedures policy S.M. 07 was approved on December 17, 1987 and is past due for review.
2. The Ontario Fire Code regulation under the *Fire Protection and Prevention Act, 1997* was last amended in 2007.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Currently, the Fire Emergency Procedures policy only encompasses schools. Staff believe the policy should expand to all TCDSB workplaces and the policy has been updated to reflect this.
2. Recommended updates also include regulations aligning with the Fire Code regarding Fire Safety Plan review, where fire emergency procedures shall be posted and the frequency of fire drills in both schools and other TCDSB workplaces.

E. METRICS AND ACCOUNTABILITY

1. Recommendations in this report be monitored by policy development staff and the Occupational Health and Safety department staff to ensure compliance.

2. Further reports to Board regarding changes or updates to the policy will be brought as necessary.

F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. Implementation in accordance with legislation will include principals in all schools and supervisors of other TCDSB workplaces insuring current practices align with the updates.
2. The updates to this policy will be communicated by the Occupational Health & Safety department to all principals and supervisors responsible for other TCDSB workplaces.

G. STAFF RECOMMENDATION

Staff recommends that the updated Fire Emergency Procedures policy (S.M. 07) provided in APPENDIX A be adopted.