

Fire Services Requirements For Converted School Premises

A. Core Requirements

1. The actual layout of the premises shall be in conformity with the approved plan.
2. All fire service installations (FSI) and equipment provided for the building shall be retained and maintained in efficient working order. Where alterations and additions are required, such works shall be carried out by a Registered FSI Contractor and a copy of the Certificate (Form FS 251) shall be submitted to the Director of Fire Services upon completion.
3. An emergency lighting system/unit shall be provided throughout the entire premises. It shall be installed in accordance with the Code of Practice for Minimum Fire Service Installations and Equipment or comply with the attached requirements for Self-contained Luminaries Emergency Lighting System (PPA/104(A)).
4. Unless exits are already provided with signs in accordance with extant legislation, they shall be indicated by internally illuminated signs or self luminous signs which conform to the Code of Practice for Minimum Fire Services Installations and Equipment in conjunction with FSD Circular letter 2/2000. Such works shall be carried out by a registered Class 2 FSI contractor and a copy of the Certificate (Form FS 251) shall be submitted to the Director of Fire Services upon completion. For the avoidance of doubt, exit signs are not required for individual units/classrooms discharging directly onto the common corridor leading to staircase(s) .
5. Unless the following locations are within 30 metres of hose-reel point, a manual fire alarm system is to be installed in accordance with the Code of Practice for Minimum Fire Services Installations and Equipment :-
 - (a) at the main entrance;
 - (b) near each exit;

6. An exit route plan, showing the schematic diagram of the floor layout and the routes or exit to escape staircases, should be displayed prominently on wall immediately adjacent to the exit door of each classroom. Such plan should be 250mm x 250mm in size and of material not easily defaced or damaged and fixed to a wall at a height of 1500mm above the floor level.
7. Unless a fire hydrant/hose reel system has already been installed as part of the building's fire protection, the following portable of an approved type shall be provided at locations as indicated on the plans :-
 - (i) _____ 9 litre water type fire extinguisher(s) ;
 - (ii) _____ 2 kg powder type extinguisher(s) and ;
 - (iii) _____ fire blanket(s) measuring 1200 x 1200mm .

B. Specific Requirements

8. If school premises exceeds 230m² in area on any floor, or its aggregate area of different floors exceeds 230m² without proper fire separation, the following fire services installations shall be provided :-
 - (a) a hose reel system in accordance with the Code of Practice for Minimum Fire Service Installations and Equipment; and
 - (b) an automatic sprinkler installation in accordance with Code of Practice for Minimum Fire Service Installations and Equipment. Where the provision of sprinkler water tank is not possible, the water supplies to the system may be permitted to be obtained from the building's fire hydrant/hose reel tank or via direct connection from town mains. The improvised sprinkler system shall be installed in accordance with Fire Services Department Circular Letter No.4/96.

Unless already provided as part of the building's fire protection, such installation works shall be carried out by a Registered Class 2 FSI Contractor and a copy of the Certificate (Form FS 251) shall be submitted to the Director of Fire Services upon completion.

9. If sleeping accommodation is provided for children, a fire detection system activated by smoke detectors shall be provided in such area(s). This system shall be linked to the Fire Services Communication Centre by direct telephone line. The installation works shall be installed by a Registered Class 1 FSI Contractor and a copy of the Certificate (Form FS 251) shall be submitted to the Director of Fire Services upon completion.
10. If linings for acoustic, thermal insulation and decorative purposes are provided within protected means of escape, such linings shall meet class 1 or 2 Rate of Surface Spread of Flame, British Standard B. S. 476 Part7 or be brought up to that standard by treating with approved flame retardant paints/solutions on all exposed parts. Such works shall be carried out by a registered Class 2 FSI contractor and copy of the Certificate (Form FS 251) shall be submitted to the Director of Fire Services upon completion.
11. If PU foam filled mattresses and upholstered furniture are used within the premises, they shall meet the flammability standard as specified in British Standard BS 7177: 1996 and BS 7176: 1995 for use in medium Hazard premises/building or standards acceptable to the Director of Fire Services.
12. If laboratory work is to be handled during the course, the attached Fire Services requirements for school laboratory (SCH/101(4th Revision)) shall be complied with.
13. If computer room / server room is established, the attached Fire Services requirements (SCH/107(3rd Revision)) for computer room shall be complied with.
14. Additional requirements specified by the Fire Services Department.