

OFFICE OF THE STATE FIRE MARSHAL  
800 S.W. JACKSON, SUITE 104  
TOPEKA, KS 66612



PHONE: (785) 296-3401  
FAX: (785) 296-0151  
www.firemarshal.ks.gov

GOVERNOR JEFF COLYER, M.D.  
DOUG JORGENSEN, STATE FIRE MARSHAL

## FIRE AND LIFE SAFETY AGREEMENT INITIAL APPLICATION AND ANNUAL RENEWAL FORM

Check One:  Group Day Care Home  Licensed Day Care Home

Check One:  Initial License  Annual Renewal

\_\_\_\_\_ (License Number)

I, \_\_\_\_\_ have provided the following:  
(Print your name as it is listed on your license)

I understand that I am responsible for meeting the fire and life safety codes to protect all persons in my home under my care from fire.

I have contacted my local fire department and building/zoning official and have met all local fire safety requirements.

This year I notified the fire department closest to my home that I do child care in my home. The fire department I notified was: Fire Department Name \_\_\_\_\_ FD Phone Number \_\_\_\_\_

I understand that my basement or second floor can NOT be used for child care until I have written approval on file from the State/local fire officials. Once approved the basement may **ONLY** be used for child care if there are at least two separate and remote exits to the outside, only **ONE** exit can be an approved escape window.

I understand that I must be able to demonstrate that I can get everyone under my care, safely out of my home to a designated safe place within 4 minutes, and that I may be asked to demonstrate this ability in a fire exit drill. If children are located on the second floor, children must occasionally practice the use of the approved second floor fire escape window by going to the window and waiting for rescue.

I have working smoke detectors installed according to the manufacturer's instructions on every level of my home in the pathways leading directly to the outside and in each sleeping room used by children in my care. My smoke detectors are tested monthly and records are kept for review. My smoke detectors are powered by 10-year lithium batteries or are hard-wired with battery back-up.

I have a written emergency plan for use in case of fire. All persons responsible for the care of children in my home are familiar with my emergency plan and can get the children safely outside to the designated safe place.

I understand all areas of my home may be inspected at any time by State/local officials to determine compliance with this Agreement.

I understand that an on-site inspection conducted by State/local fire officials may only occur once in the lifetime of the license. I understand that it is my responsibility to conduct an annual review of all fire and life safety code requirements.

I agree to follow all fire and life safety codes and standards as outlined within the Fire and Life Safety Agreement and as directed by the State/local fire officials when an on-site inspection is conducted.

I understand that a copy of this Agreement must be posted next to my license at all times.

**I understand by signing this Agreement I have met all the requirements stated in this document. I understand that if inspected and found to be in violation, I may be subject to criminal or administrative action.**

# FIRE AND LIFE SAFETY AGREEMENT

## INITIAL AND/OR ANNUAL FIRE INSPECTION

GROUP AND LICENSED CHILD CARE HOMES

<b>NAME:</b>		<b>PHONE:</b>	
<b>ADDRESS:</b>			
<b>CITY/STATE/ZIP:</b>			

- |   | MET                      | NOT MET                  | NA   |
|---|--------------------------|--------------------------|--|
| - Child care provider is in a structure designed and/or used as one or two family dwelling.<br>Day Care <u>Center</u> requirements <u>must</u> apply if in an apartment, church, commercial building, or other area.  | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Child care is on main level and has two remote compliant exits.<br>(Secondary exit may be stairs <b>a compliant Rescue/ventilation window or door leading directly to the outside</b> )   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>                         |
| - Child care is in the basement area and has compliant exiting.<br>(Secondary exit may be a compliant stairs leading to the main level, Rescue/ventilation window or door leading directly to the outside)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>                         |
| - Child care is on the second floor and has compliant exiting.<br>(Secondary exit may be a compliant stairs leading to the main level, Rescue/ventilation window or door leading directly to the outside)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>                         |
| - Primary or Secondary means of escape does not exit through any hazard area. (Garage, storage, etc.)   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Every required exit door can be easily opened from the inside at all times when the facility is operating.  | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Every ESCAPE PATH including all stairways is clear of obstacles and all doors are in proper working condition.  | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Working smoke detectors are located in every exit pathway, in each sleeping room used for child care<br>Single-station smoke detection hardwired to the electrical system with battery back up or ten year lithium battery detectors shall be required for initial inspection (Licensed after January 1, 2003)<br>Existing providers, previously licensed before January 1, 2003 may continue with battery detectors. | <input type="checkbox"/> | <input type="checkbox"/> | Install Date of Det:<br><br>Install Date of Det: |
| - Smoke detectors are tested monthly and records are kept on file for review.   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Copy of the current FIRE/LIFE SAFETY AGREEMENT is posted next to license.   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Children can open every closet door from the inside at all times.   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Written emergency procedures for fire evacuation are provided and practiced monthly.  | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Monthly fire drills are documented. Drills shall be conducted and evacuation times shall be within 4 minutes.<br>Inspector may ask the operator to demonstrate ability to conduct such a fire drill in his or her presence.   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Written emergency procedures for tornadoes are provided and practiced monthly April through September.  | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - Every bathroom door can be unlocked from the outside at all times. The unlocking key/device is readily accessible to the provider.  | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - All unused electrical outlets (in licensed areas) have child-resistant protective covers.   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - All natural gas, kerosene, wood, propane heaters, etc., are properly vented to the outside of the home.   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| - A barrier that prevents children from getting too close or burned protects all heating devices.   | <input type="checkbox"/> | <input type="checkbox"/> |  |

**DATE OF FIRE OFFICIAL INSPECTION:** \_\_\_\_\_ **FIRE OFFICIAL SIGNATURE:** \_\_\_\_\_

**ANNUAL RENEWAL:** I declare that the Fire and Life Safety Agreement has been examined by me and to the best of my knowledge and belief is a true, correct and complete attestation of my compliance with fire codes as required by Kansas law. I understand that failure to comply with Kansas fire codes may result in fines or a cease and desist order pursuant to K.S.A. 31-139 and K.S.A 31-159.

If you agree with the statement above please check the box, sign your name and provide the date that you reviewed the agreement.

I have read and understand the above declaration

**DATE OF ANNUAL REVIEW:** \_\_\_\_\_ **PROVIDER SIGNATURE** \_\_\_\_\_