Lakeview Housing Emergency Procedures

Fire, and Other Emergency Safety Procedures

Note: All fire alarms that sound at the Lakeview Housing facility are real, and will be managed as though a fire is occurring at the facility until the alarm has been proven to be false by the Brewton Fire Department. Once the fire alarm is pulled, the fire department is automatically called. A fire safety drill/demonstration will occur each fall and spring in order to educate student residents and staff members on fire safety procedures at the Lakeview Housing Facility.

Fire drills will be conducted periodically during the year to assure that students are familiar with Lakeview Housing emergency evacuation procedures in the event of a fire. Lakeview residents are required to evacuate the Lakeview Housing facility during a fire drill in the same manner as if a real fire is occurring.

If a fire occurs at Lakeview Housing complex, saving life is the first priority. Student residents should follow the procedures below to evacuate the facility safely. When a fire/smoke alarm alerts residents by sounding off, residents should:

1. Exit their housing units through the entry/exit door as quickly as possible, closing doors and windows behind them as they leave. Residents on the second floor will use the stairs closest to their entry/exit door to get to the ground level. *
2. Walk quickly through the courtyard and parking lot areas onto the front lawn of the Lakeview Housing complex.
3. Organize themselves according to the housing unit within which they reside so that the apartment manager/dormitory director can quickly account for all student residents (roll call by apartment).

If it is determined that a student resident is still in the building (before the fire department/police arrives), the Lakeview Housing Manager/dormitory directory/college onsite representative will reenter the facility to find the missing residents. Upon their return a recount will be conducted by the Lakeview Apartment Manager/dormitory director to account for all residents.

4. The Lakeview Apartment Manager will relay necessary information to the fire and police departments’ personnel as they arrive on the accident scene.
5. If no fire is found, or after the fire department has determined that it is safe for student residents to reenter the facility, a fire department official will issue an “All Clear” notice and allow Lakeview residents back into the facility.

*If the entry/exit doors are blocked by fire (barriers, etc), residents will exit the housing unit by way of an alternate stairway that is not blocked. Upon reaching the ground of the housing facility, residents will quickly walk around the safest end of the facility, and to the designated front lawn area to be accounted for by the Lakeview Housing Manager/College official directing the emergency.

Most Asked About Policies
Your safety is important to us, if you see anything report it to the Resident Manager in Apartment 119 and/or the Director of Campus Life in the Student Center on the Brewton Campus.

**Alcohol, narcotics or illegal nonprescription drugs**—Jefferson Davis Community College operates college housing based on a “zero tolerance” philosophy regarding the possession or consumption of alcohol or other drugs at Lakeview or on any other JDCC property. Possession and/or consumption of alcoholic beverages or other drugs at Lakeview is strictly prohibited and residents in violation of this regulation will be removed from Lakeview and may be subject to additional disciplinary action and/or arrest.

**Appliances**—Appliances allowed include: clock, radio, stereo, television, personal computer, hot plate, crock pot, electric skillet, coffee pot, and electric can opener. Appliances prohibited include: ceiling fans, space or electric heaters, dishwashers, washers/dryers and any other appliance with open flames or heating coils or which pose an electrical overload hazard.

**Application**—An application for housing does not guarantee a room assignment. Every effort will be made to accommodate your request. Housing assignments will be made on a first come, first serve basis. It is advisable for students to apply for housing as soon as they are accepted to the college.

**Barbecue Grills**—Residents are permitted to use barbecue grills. Grills must be used at a safe distance (20 feet) from all residence units, including balconies or porches. Propane gas grills are prohibited.

**Bicycles**—Bicycles must be kept in established bike racks located on Lakeview property. They may not be kept in apartments or suites. Campus security or the resident manager may remove bicycles left in other areas. Also, bicycles left in disrepair for a period of time may be removed. Bicycles will be left at owner’s risk.

**Cable Service**—Residents should contact Cablevision at 1-800-239-8411 to have service connected.

**Car Washing**—Car washing is not permitted at Lakeview.

**Check-In/Check Out**—As you move into your apartment or suite, it is essential that you complete the apartment inspection form and note any existing damages. The completed form should be returned to a Resident Manager. Any damages not noted on the original check-in form will result in charges. Failure to follow the check-out procedure will result in charges.

**Check Out Procedure:** When you are ready to vacate your apartment or suite, the following procedures must be completed:

1. Thoroughly clean your area of the apartment or suite.