



LOUISIANA DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS
OFFICE OF STATE FIRE MARSHAL, CODE ENFORCEMENT AND BUILDING SAFETY

Classroom Security for Existing Educational and Day Care Facilities

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LOCKING

The function of a lock is to provide security, however, if it's not properly selected or installed, it could jeopardize the safety of the occupants. Simply put, locks must control ENTRY to a space while allowing the occupants the ability to freely EXIT the space.

Acceptable Locking System Types

Free Egress

Delayed-Egress Locks

Access-Controlled Egress Doors

Special Locking Arrangements in
Healthcare Occupancies

Electric Strikes

Magnetic Lock Releasing Devices

NFPA 101, Life Safety Code Requirements

- **4.5.3.2 Unobstructed Egress. (Fundamental Requirements)**
- In every occupied building or structure, means of **egress from all parts of the building shall be maintained free and unobstructed**. No lock or fastening shall be permitted that prevents free escape from the inside of any building other than in health care occupancies and detention and correctional occupancies where staff are continually on duty and effective provisions are made to remove occupants in case of fire or other emergency. Means of egress shall be accessible to the extent necessary to ensure reasonable safety for occupants having impaired mobility

NFPA 101, Life Safety Code Requirements

- **7.2.1.5.1** Doors shall be arranged to be opened readily from the egress side whenever the building is occupied.
- **7.2.1.5.2** Locks, if provided, shall not require the use of a key, a tool, or special knowledge or effort for operation from the egress side.
- **7.2.1.5.3** The requirements of 7.2.1.5.1 and 7.2.1.5.2 shall not apply where otherwise provided in Chapter 18 through Chapter 23, (Healthcare and Detention occupancies).

NFPA 101, Life Safety Code Requirements

- 7.5.1.1 Exits shall be located and exit access shall be arranged so that exits are readily accessible at all times.
- 7.5.2.1 Access to exits shall not be through.. Rooms or spaces subject to locking..
- **7.4.1.6** Elevator lobbies shall have access to at least one exit. Such exit access shall not require the use of a key, a tool, special knowledge, or special effort.
- **7.1.5** Projections from the ceiling shall be not less than 80" nominal above the finished floor (mag lock installations)

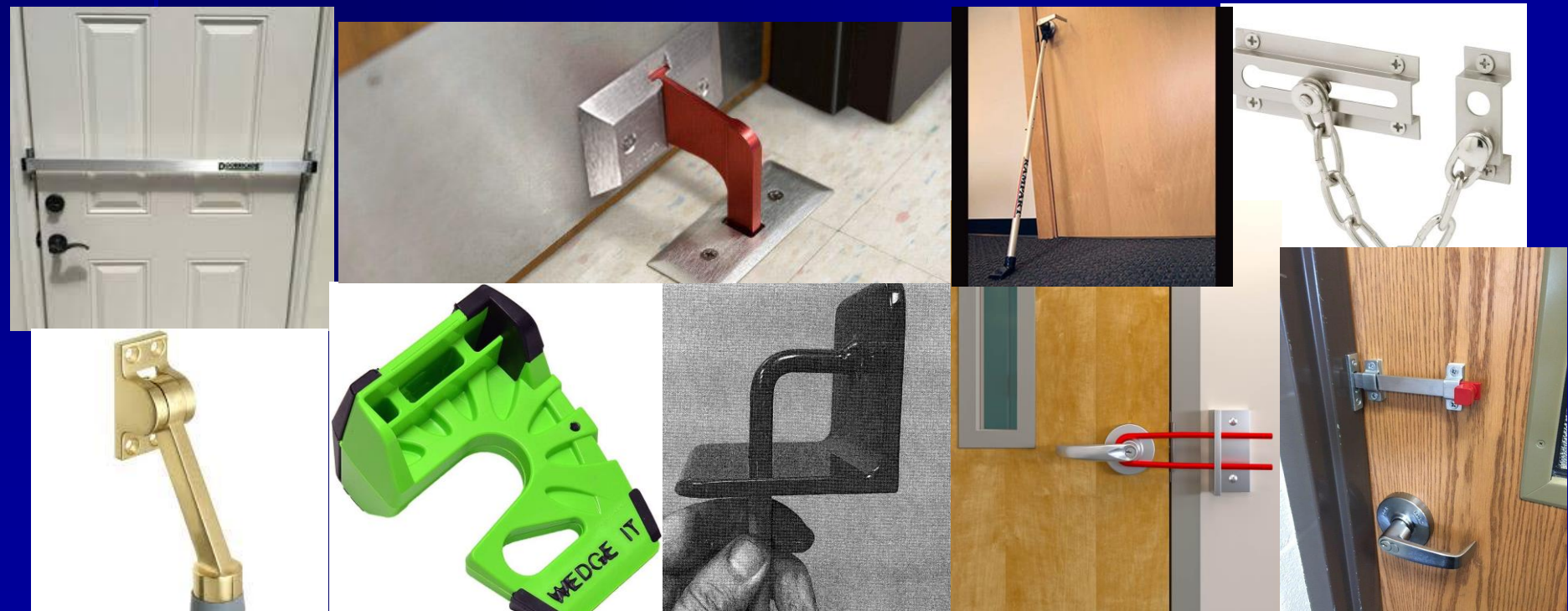
Fundamental Locking Concept

Lock people out – not in!



NON-COMPLIANT DEVICES

- BE CAREFUL! There are MANY devices on the market that are NOT ACCEPTABLE for use in SCHOOLS.



NFPA 101, Life Safety Code Occupancy Requirements

■ EDUCATIONAL & DAY CARE, Chapters 14 & 16

- Delayed-egress locks are permitted.
- Access-controlled egress doors are permitted.

Specific Allowances

- INTERPRETIVE MEMORANDUM IM 2018-03 and IM 2019-01 provide specific allowances for schools and descriptions of the various types of special locking arrangements.

These memos can be viewed on our website at **LASFM.ORG** in the Plan Review section, under the “Code Interpretations” drop down.



LOUISIANA DEPARTMENT OF PUBLIC SAFETY & CORRECTIONS
PUBLIC SAFETY SERVICES

OFFICE OF STATE FIRE MARSHAL



H. "BUTCH" BROWNING, JR.
STATE FIRE MARSHAL

MEMORANDUM 2018-03 *(This MEMO replaces IM 2013-01)*

TO: Parish School Boards
Public, Parochial, Private and Charter Schools
All Educational Facilities
All Fire Chiefs
Fire Prevention Bureaus
Parish and Municipal Building Officials
OSFM Staff

FROM: H. "Butch" Browning *H.B.*
State Fire Marshal

DATE: March 1, 2018

RE: **Classroom Security for Existing Educational (grades K – 12) and Day-Care Facilities**

This office has received numerous requests for variances to code required locking arrangements in reaction to the recent outbreak of violence occurring in schools nationwide. The adopted codes are designed to safeguard life and property from the hazards of fire, disaster, and panic caused by various events. They are shaped by historic fires and other disasters and incorporate redundant features that provide for very specific locking arrangements. Both the Life Safety Code and the International Building Code provide for specific means of door locking.

The intent of this memo is to address the current unprecedented security needs of our educational system and the economic hardships associated with retrofitting existing hardware installations while maintaining a reasonable degree of assurance that such security locking measures will not adversely affect means of egress and life safety.

Specifically, this memo addresses requirements that will allow for one additional releasing operation on existing classroom doors. The NFPA 101 Life Safety Code, Section 7.2.1.5.10.2, and the International Building Code, Section 1010.1.9.5, both limit the number of operations required to release a locked door to one. The following equivalent method of compliance with the requirements of these code sections will be accepted by this office in order to permit not more than two releasing operations in limited circumstances:

1. This memo applies only to existing educational and day-care occupancies that are subject to economic and structural restraints that prohibit a code compliant retrofit. This is secondary to basic site and building entry (i.e. fencing, metal detectors, guards, etc.). New building designs and construction shall include locking devices that are currently allowed by the adopted codes.

2. Only one single cylinder dead bolt lock with a thumb turn on the interior (classroom) side per door shall be permitted. Locks shall be activated within the classroom by teachers at their discretion for emergency purposes only. Double cylinder locks shall not be permitted. Keyed access shall be provided from the corridor side. All single cylinder locks shall be keyed alike and responsible school staff shall have keys available at all times.

3. Signage shall be placed adjacent to each door with such locking device that reads "LOCK IS FOR TEACHER'S USE ONLY".

4. Locks shall be located not less than 34 inches, and not more than 48 inches, above the finished floor (per NFPA 101:7.2.1.5.10.1 and IBC 1010.1.9.2).

5. Installation of acceptable locking hardware shall not void the door listing. Modifications to labeled doors located in fire rated corridor walls shall be performed in accordance with the authorized door manufacturer's recommendations.

6. Work shall be performed by a qualified and trained employee of the school system or by a locking system contractor licensed by this office (OSFM).

7. A reliable means of two way communication between each classroom subject to locking and the main office is recommended. Where the fire alarm system is capable of providing such communication and is used for this purpose, signals shall be distinct from other emergency signals in accordance with NFPA 72 requirements. Any modifications shall be performed by a licensed contractor.

8. Operational procedures that address defend-in-place requirements shall be coordinated with the emergency egress and relocation drills required for fire emergencies. Such procedures shall CLEARLY differentiate between required evacuation of the premises due to fire and the defend-in-place requirements of other emergencies. Drills shall be held with sufficient frequency to familiarize occupants with the drill requirements. All building occupants including both teachers and students shall participate in such drills.

9. This memo does not apply to large rooms having an occupant capacity that exceeds 50 persons.

10. Installations shall be submitted to this office for review using the "Special Locking Arrangements Request for Installation" form and supporting documentation.

All other code requirements shall remain in place. Any proposed modifications or special installations that do not comply with the adopted codes or the provisions outlined above shall be submitted to this office for review using the "Request for Appeal – Proposed Equivalency to Code" process.

Refer to Formal Interpretation 2009-03 for submittal requirements and other information regarding other special locking installations: http://sfm.dps.louisiana.gov/doc/interpmemos/im_2009-03.pdf

Should you have any questions regarding this matter, please contact the Plan Review Section of this office at 1-800-256-5452 or 225-925-4920 or visit our website at LASFM.org.

LJD

Interpretive Memorandum 2018-03

Summary:

- Classroom Security for Existing Educational (grades K–12) and Day Care
- Addresses requirements that will allow for one additional releasing operation on existing classroom doors.
- Applies only to existing educational and day care occupancies that are subject to economic and structural restraints that prohibit a code compliant retrofit

Interpretive

Memorandum 2018-03

- Only one single cylinder dead bolt lock with a thumb turn on the on the interior (classroom) side per door shall be permitted
- Locks shall be activated within the classroom by teachers at their discretion for emergency purposes only
- Double cylinder locks shall not be permitted. Keyed access shall be provided from the corridor side
- All single cylinder locks shall be keyed alike and responsible school staff shall have keys available at all times

Interpretive Memorandum 2019-01

Summary:

- Special Locking Arrangements
- **DELAYED-EGRESS LOCKING SYSTEMS**

Allowed in schools and in assembly spaces other than on the main entrance/exit.

NOTE: An approved supervised automatic sprinkler system or an approved automatic fire detection system is required for the building in order to use this system. Emergency lighting is also required at doors that are equipped with delayed-egress locks. Only one (1) delayed-egress lock is permitted in any path of egress to a public way.

Interpretive Memorandum 2019-01

- Special Locking Arrangements
- ACCESS-CONTROLLED (SENSOR RELEASED) EGRESS DOOR LOCKING SYSTEMS

Allowed in schools and assembly spaces.

NOTE: The Assembly Occupancy chapter does not permit access-controlled egress door systems to be energized while the building is occupied by the assembly (50 or more people).

Interpretive Memorandum 2019-01

- Special Locking Arrangements
- ELECTRIC STRIKES AND LATCH RETRACTING DOOR HARDWARE
Allowed in schools and assembly spaces.

NOTE: NFPA 80 requires electric strikes and latch retracting door hardware on fire rated door assemblies to be listed and to fail such that positive latching is maintained.

Interpretive Memorandum 2019-01

- Special Locking Arrangements
- ELECTRICALLY CONTROLLED (ELECTROMAGNETICALLY LOCKED) EGRESS DOORS

These locking system types are permitted under specific conditions, and are recognized by the use of an electromagnetic lock released by an appropriately listed, mechanically activated releasing device affixed to the door (door hardware release).

Locking system units must be tested and **listed in accordance with UL 294**.

Louisiana Law

R.S. 40:1574

- In accordance with R.S. 40:1574, renovations to a building require submittal of plans and specifications to the State Fire Marshal's office for review prior to the work being performed.
- Locking installations fall into the definition of renovation. The information required in IM 2018-03 and IM 2019-01 must be submitted for plan review when locking devices are proposed to be installed. A satisfactory review must be performed by this office prior to the installation of the locking hardware.



LOUISIANA DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS
OFFICE OF STATE FIRE MARSHAL, CODE ENFORCEMENT AND BUILDING SAFETY

Questions?



THANK YOU!

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