

HOLIDAY SAFETY

The holiday season is upon us. The North Coast Schools' Insurance Group recommends that the following guidelines be observed to help ensure a safe season for all.



Trees

- All natural Christmas trees that are used on school premises shall be treated with a fire retardant material.
- When buying a natural tree, another important safety factor is freshness. The higher moisture content the less likely it is to dry out and become a fire hazard. Check for freshness by examining the needles. Bend them between your fingers. They should not break. Tap the tree gently on a firm surface, if many needles fall off, the tree is too dry.
- The trunk butt of a fresh tree is sticky with resin.
- To keep you tree fresh longer, cut off at least one-inch piece of the trunk (this increases the tree's ability to absorb water).
- Mount the tree in a sturdy water holding stand.
- Check the water level daily.
- Locate the tree away from wall furnaces and other heat sources. **Do not block exit paths and doorways.**
- Dispose of the tree when needles begin to fall off in large quantities (and before you leave for the winter break).

Artificial Trees: Artificial tree should bear the UL label. As with natural trees, keep away from heat sources and **do not block exit paths and doorways.**



Lights

- Use only UL approved lighting. Choose lights with the green holographic UL label for indoor use. A red UL label means the lights can be used indoors or outdoors.
- Use lights which utilize lower wattage bulbs. This type generates less heat under prolonged use. LED lights are the best to use.
- **Do not overload extension cords, and do not connect more than three set of lights to one cord.**
- If you use push pins to secure the lights on walls, do not puncture the wire insulation.
- Be certain all light strings are in good condition and operating properly. Inspect light strings for cracked sockets, frayed, loose or bare wires and loose connections. All may cause serious electric shock or start a fire.
- **Turn off all electrical decorations before leaving the room.**



