

3120 SAFETY (CHRISTMAS TREES / HOLIDAY DECORATIONS)

The use of decorative trees and other holiday decorations in schools will be in accordance with state laws and local regulations set forth by the Duluth Fire Marshal.

- 1. Restrictions on Natural Trees**
 - a. Number allowed - one per school.
 - b. Electric lights - not permitted.
 - c. Placement - not permitted in any classroom; do not place near any heat source; select an area remote of exits and which does not alter or restrict normal traffic patterns.
 - d. Stand - stable and filled with water; trees over nine feet must be tied at the top.
 - e. Time limit - allowed in building a maximum of five (5) school days.

- 2. Restrictions on Artificial Trees**
 - a. Type - must be flame retardant.
 - b. Number allowed - no limit.
 - c. Lighting - only miniature, cool burning, UL labeled permitted.
 - d. Placement - Select area/s remote of exits where normal traffic patterns are not restricted or altered; not allowed in classrooms with lights.

- 3. Decorations**
 - a. Natural evergreen branches are not permitted. If desired, use fire retardant artificial decorations and use them sparingly.
 - b. Electric lights - not permitted (except as in artificial trees above and not in classrooms).
 - c. Metal, or any type of decoration, will not be allowed near electric light fixtures.

- 4. General Safety Rules**
 - a. Fire Extinguishers -do not hide from view or hamper access to any fire fighting equipment or exit signs. Periodically review fire extinguisher locations and fire drill procedures.
 - b. Candles or open flames - never allowed.

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