



Ohio School Safety Center Site Plan Guidelines

School site plans shall be:

- In alignment with OAC 1301:7-7-04(D) *Section 404 Fire safety, evacuation and lockdown plans*
- Submitted electronically as one of the following document types via OH | ID (.pdf, .gif, .jpg, .jpeg, .png, .tif, and .tiff)
- Clear and legible

Site plans must include the following:

- An aerial satellite view of the school and any associated property (i.e. athletic field, parking lot, etc.)
- School/program identifier (school/program name, IRN, and address).
- Navigational tool (any of the following):
 - Compass
 - North arrow, with properly oriented directions.
 - Alpha Phonetic identification of exterior.
 - Alpha phonetic markers (Alpha, Bravo, Charlie, Delta) on the exterior sides of the building, beginning with the side of the building that contains the main entrance/exit and proceed clockwise around the building.
- A minimum of two (2) cross streets
- Per OAC 1301:7-7-04(D), site plans shall indicate the following:
 - Occupancy assembly point
 - Locations of fire hydrants
 - Normal routes of fire department vehicle access

Example of site plan:

- The below image is an aerial view of the Ohio Department of Public Safety. The symbols in this image are to be used only as a demonstration, not for responding to real-world emergencies.

