

## Guidance on Locking Classroom Doors

There have been many questions posed to the Regional Offices and the Office of the State Fire Marshal in recent months about how to lock classroom doors. The following is some guidance on this issue.

- Doors shall be readily openable from the egress side without the use of a key or special knowledge or effort. (International Fire Code 2009 edition, section 1008.1.9) (BOCA Fire Prevention Code 1993 & 96 F-608.3)
- Bolt locks of any kind are not permitted. (International Fire Code 2003 & 2006 edition, section 1008.1.8.4, IFC 2009 section 1008.1.9.4)
- Unlatching of the door should not require more than one motion. (International Fire Code 2003 & 2006 edition, section 1008.1.8.5, IFC 2009 section 1008.1.5)
- All exit doors serving more than 10 persons, which are subject to latching or locking at any time, shall be provided with approved, knob operated latch sets or with approved panic hardware operable at all times from the side to be exited. All other exit doors shall be of the free push – pull type. (23 Illinois Administrative Code Ch.I,S. 185.370(7)(c))
- Classroom locks are permitted and encouraged to be used on all classroom doors. There are pictures provided.



Hallway view



Classroom view

4718LN (F110)	4722LN (F90)
<b>Intruder Classroom Lock</b> <ul style="list-style-type: none"><li>• For classroom doors.</li><li>• Deadlocking latchbolt.</li><li>• Either lever operates latchbolt (except when outside lever is locked by key from either side).</li><li>• Outside lever remains locked upon egress</li><li>• <u>Inside lever always active.</u></li></ul>	<b>Corridor Lock</b> <ul style="list-style-type: none"><li>• Deadlocking latchbolt.</li><li>• Either lever operates latchbolt (except when outside lever is locked by inside push-button or key in outside lever). <u>Inside lever always active.</u></li><li>• When locked by button, the button automatically releases when inside lever is turned or door is closed.</li><li>• When locked by key, the automatic release is made inoperative and must be manually unlocked by key.</li></ul>
<p>Outside    Inside</p>	<p>Outside    Inside</p>

Thanks to the Iowa and Illinois Offices of the State Fire Marshal and the Illinois State Board of Education for much of this information.

Robert Sondgeroth  
Chairman Health Life Safety Committee  
Illinois Association of Regional Superintendents of Schools