

STUDENT AGE 10-11

# The Ghost



ACTIVITY BOOK

FUNDACIÓN **MAPFRE**

Cuidado **SOS**





# The Ghost



Special edition for the project CuidadosSOS FUNDACIÓN MAPFRE, August 2013

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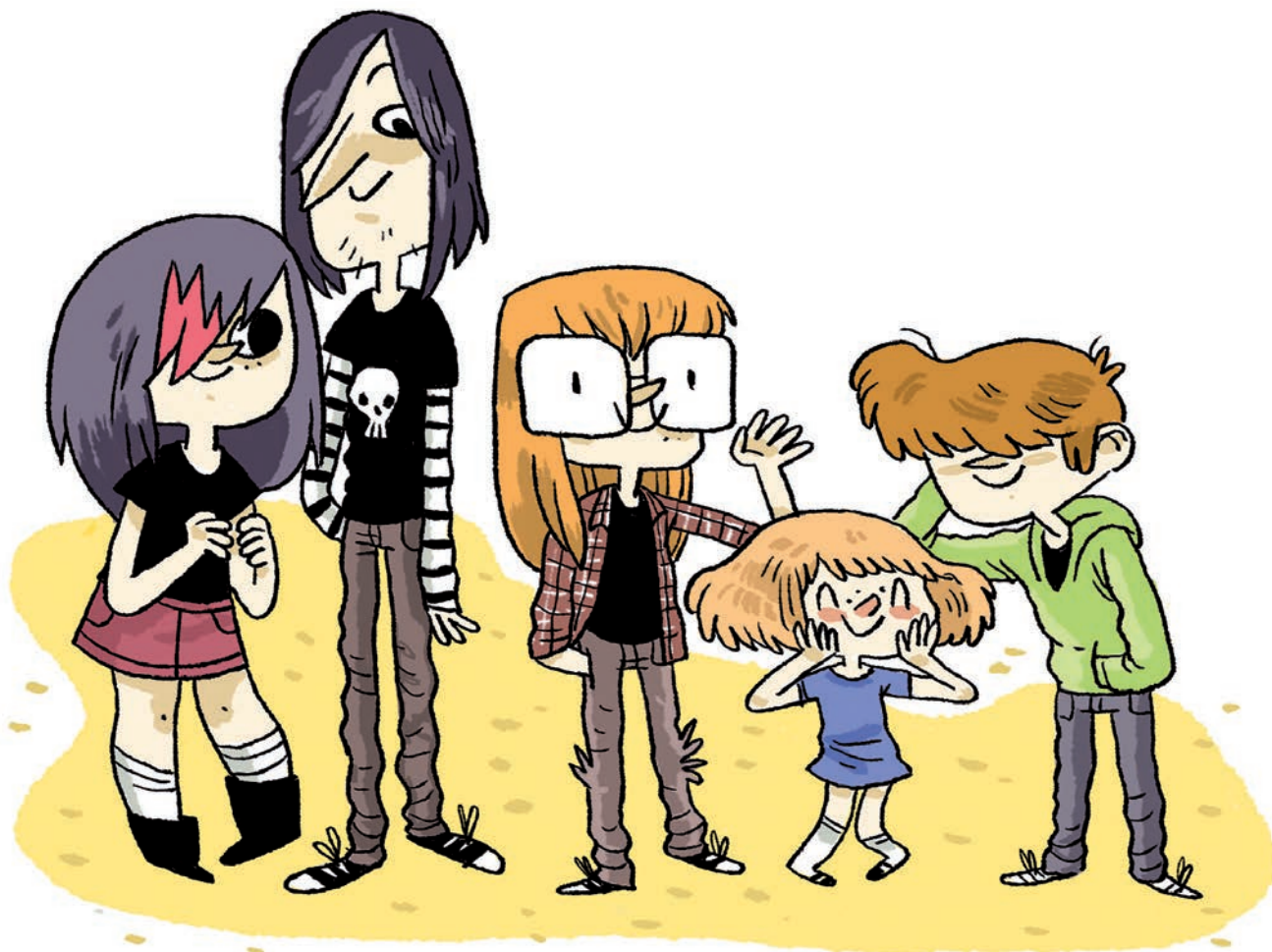
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# Welcome!

## INTRODUCTION

Hi! We're Katie, Josh, Sophie, Emily and Luke. Together we're going to discover some accident prevention tips and learn what to do in case of emergency.

Let's go!



NAME: .....

SURNAMES: .....

CLASS: .....

SCHOOL: .....



## What will I learn from this activity book?

This activity book is going to teach you a lot of things that will help you prevent and avoid dangerous situations in your daily life.

You'll find out how fires start and how they keep burning due to a **chain reaction**, which forms part of the **Fire Triangle**. You'll also learn about some of the most common fire extinguishing agents, about why fire is an important part of our daily lives and about how to prevent fire-related accidents.

We'll explain **what to do in case of fire and in case of an emergency evacuation**. We'll also teach you about some of the **signs that are most important in an emergency**, and you'll draw other signs that you are already familiar with.

Finally, you'll learn some **guidelines on what to do** if you see an accident in which a victim requires urgent care.

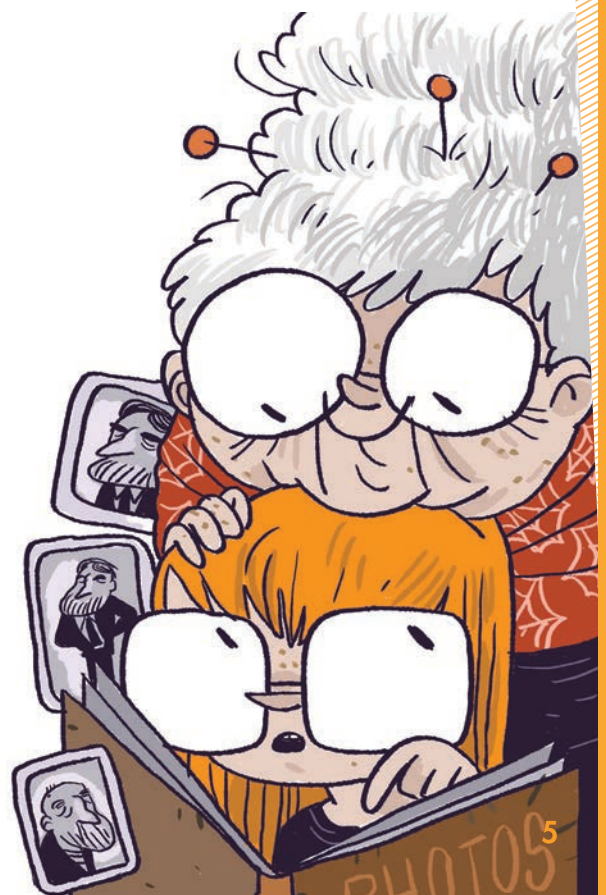


## What about my family?

You can share everything you learn here with your brothers and sisters, your parents and your grandparents. **Accident prevention is very important no matter how old you are**, and we should all know the steps to be taken to save lives every day.

Are you ready to find out more about how to protect yourself and those around you?

**Let's get started!**



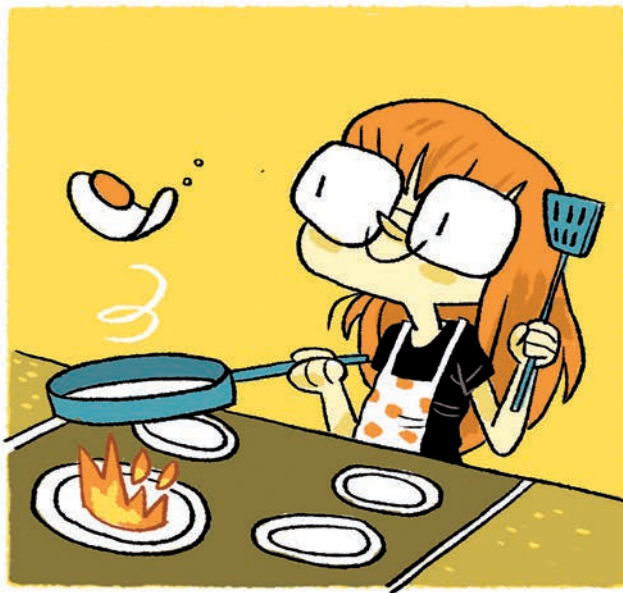
# The importance of fire

Fire played a fundamental role in the evolution of humankind. The first humans recognised it as a useful tool that enabled them to keep warm, to have light at night and to cook the meat from the animals they hunted. It gave them control over nature. They also found that fire could pose a threat to their homes and the areas in which they settled, as it could destroy the natural resources they depended on for their survival as well as their homes and their livestock.

As a society we tend to forget the fact that fire is a tool and a useful and necessary part of our daily lives: we use it to cook our food, to heat our homes and offices, to carry out industrial processes, etc.

We coexist with fire because it is useful and enables us to lead safer and more comfortable lives, but we mustn't forget that fire can be dangerous and destructive, and that we must be careful when using it.

We must know about fire and how to use it correctly, and we must take all the steps necessary to stay safe and prevent unwanted fires.



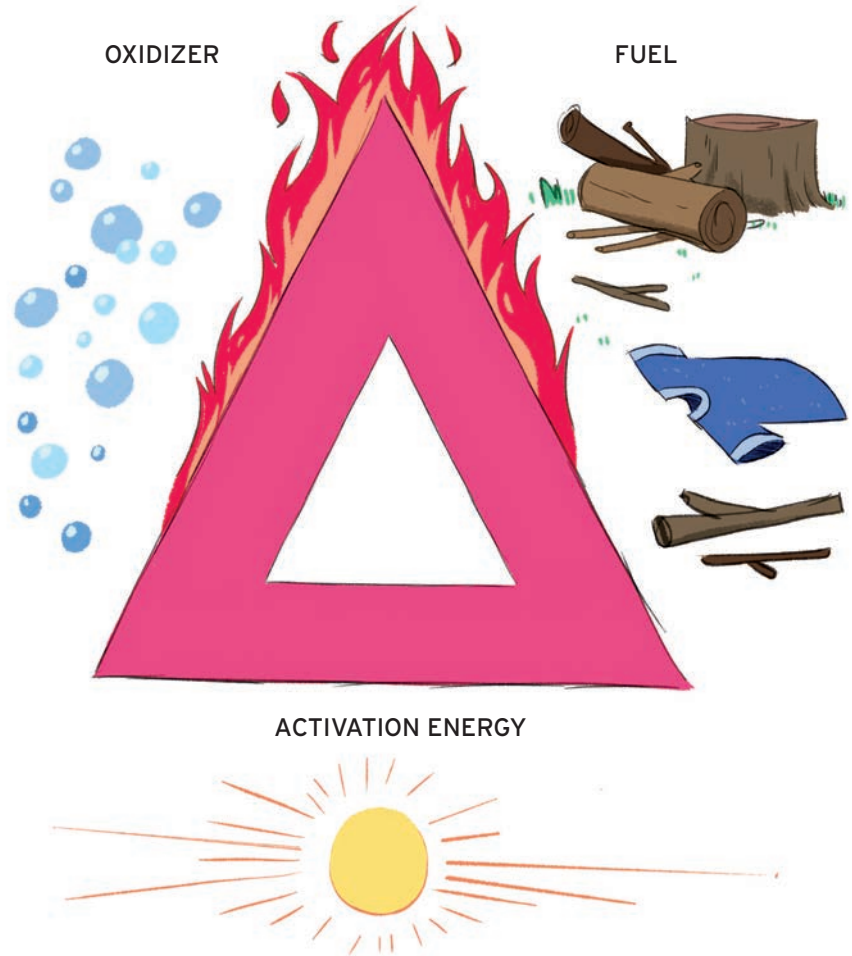


# The Fire Triangle

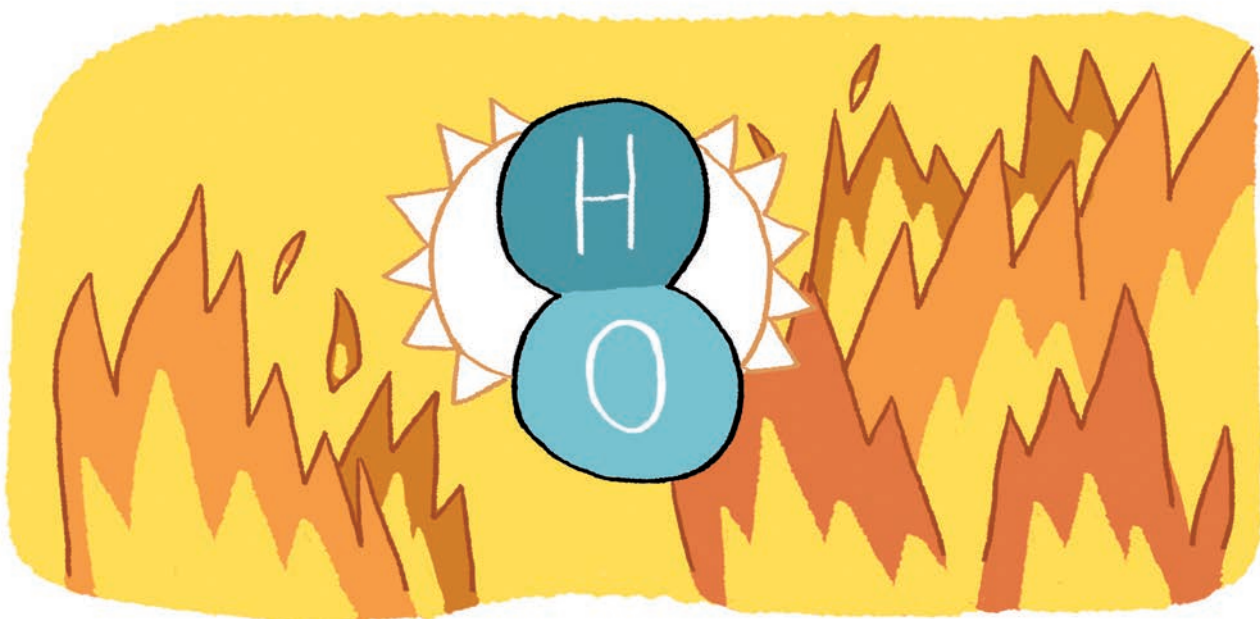
Fire is one of the dangers faced most commonly by humans, due to the level of development of today's society and our way of life.

Three elements are necessary in order for combustion to occur: **fuel**, an **oxidizer** and **activation energy** (heat).

Together, they form what's called the Fire Triangle.



But in order for a fire to continue burning, it needs a fourth component, called a **chain reaction**. When a fire reaches a certain level of intensity, flames are produced, and a lot of heat is released. This causes the oxygen and the fuel to combine, leading to more flames and more heat. This reaction continues as long as there is oxygen and fuel, and it keeps combustion going even without the source of the activation energy.



# Extinguishing agents

A fire will continue to burn until one or more of the elements involved in combustion are removed.

Most fires are quite small when they first start, and they can be extinguished easily if the right substance is used to put them out.

**Extinguishing agents** are products that put out fires by eliminating one of the elements that make up the Fire Triangle. The most common extinguishing agents are:

- **Water:** The least expensive and most widely available extinguishing agent. It extinguishes fires through cooling.
- **Dry chemical:** A powder mixture containing a chemical substance that breaks the chain reaction and coats the fuel. It can be used on fires involving solids, liquids or gases.
- **Carbon dioxide:** CO<sub>2</sub> gas that extinguishes fires by coating the fuel and through cooling. It is suitable for use on fires involving solids and liquids and is especially recommended for electrical fires. It can be toxic when used in enclosed spaces because it displaces oxygen.
- **Firefighting equipment:** Only adults should fight fires, but you should be familiar with the location of the different types of firefighting equipment and with the signs used to identify them.



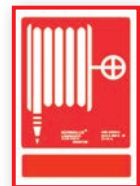
## Fire extinguishers

The first line of defence in fighting fires. Fire extinguishers are red, and they work by spraying a substance on a fire to put it out.



## Fire hose cabinet

A permanent installation connected to a water supply system which consists of a fire hose, a nozzle and a pressure gauge.



## Fire hydrants

Often, the law requires fire hydrants to be installed in the area around buildings which are subject to a greater risk from fire. Fire hydrants are firefighting devices that consist of a small pillar with valves used to control the flow of water.

These devices, which are connected to the public water supply system, are located outside buildings and can be used to supply water to tanks, to water pumps used by the fire brigade, or to hoses attached directly to them.





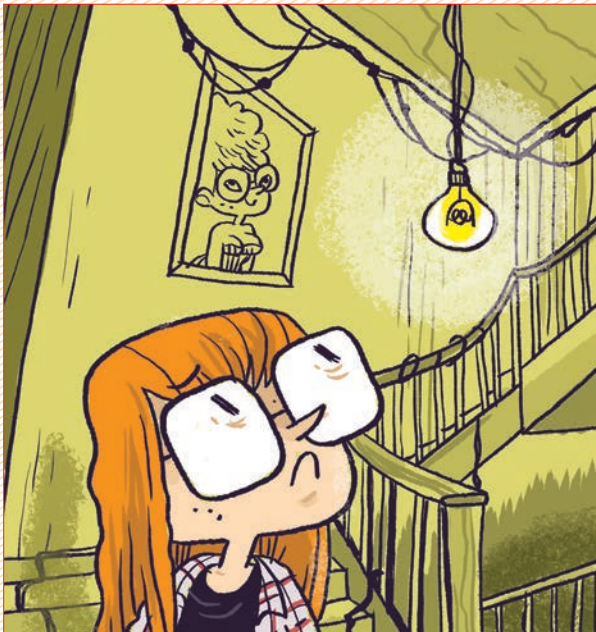
Here are some basic guidelines you should follow every day in order to prevent fires.

**TO PREVENT FIRES**

- Don't hang items of clothing to dry on electric heaters or radiators.
- Never place heaters or burners near furniture or curtains. Keep them away from water as well.
- Don't play with lighters, matches, candles, etc.
- If you smell gas, don't switch on the light, as it could cause a spark and start a fire.
- If your parents smoke, make sure they know that they mustn't smoke in bed.
- Check that cigarettes are completely stubbed out before emptying an ashtray into the bin.
- Plugging too many appliances into the same socket can overload your home's electrical wiring or cause a short circuit.

**Activity**

Though we've just looked at some of the steps to prevent fires and accidents, you've probably noticed that most of the time, all it really takes to stay safe is a bit of common sense. But that's something that the grandparents in *The Ghost* seem to have forgotten about. Look at the illustrations below and explain what's wrong with each picture: what do you see that could cause a serious fire or accident?



.....

.....



.....

.....



## What to do in case of fire

The most important thing to remember in case of fire is that you must ask an adult for help and do as they say.

If there's a fire at home, at school or in any enclosed space, remember that you mustn't hide or go off on your own. Leave the building by the nearest safe route, but close doors and windows on your way out to prevent the fire from spreading.

- **If there's smoke:** Cover your mouth with a cloth (preferably a damp one) and crawl low under the smoke.
- **If you're trapped by the fire:** Close the doors and place wet clothes or towels at the bottom to keep smoke from getting in. Move away from the door, open a window and call for help.



### IMPORTANT

- If your clothes catch fire, drop to the ground and roll. (Stop, drop and roll).
- If this happens to someone else, cover the person with a blanket or something similar to help put out the flames.





As you know, fire has always played an important role in society, and it continues to do so today. But remember that it's not a toy, and that playing with fire puts your life, and the lives of those around you, at risk... And that's not to mention the material and economic losses it causes and the great amount of damage it does to flora and fauna, which can take years to recover.



## ••• WORRYING FIGURES\* •••

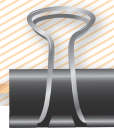
- There were 15,902 forest fires in 2012.
- Of these fires, 38 were considered Major Forest Fires and nearly 60% of them affected protected areas such as national parks and sites that form part of the Natura 2000 network.
- The fires affected 209,855.21 hectares of woodlands, an area the size of the province of Guipúzcoa.
- It costs an average of €3,000 to recover a single hectare burned by a forest fire.

\* Source: [www.wwf.es](http://www.wwf.es)

## Activity

In order to teach the people around you about the dangers fire poses, create an awareness campaign: your campaign should teach them about the bad habits that can start fires (at home, outside, at work, in common areas, etc.) and also explain how to behave properly in order to prevent fires.

Display your ideas on a large poster board. You can use photographs, drawings, comic strips, a collage, warning signs – use whatever you can think of, and any technique you wish. But be sure to include a slogan at the top of the poster encouraging people to follow your advice. Think carefully about the phrase you'd like to use and write it here.

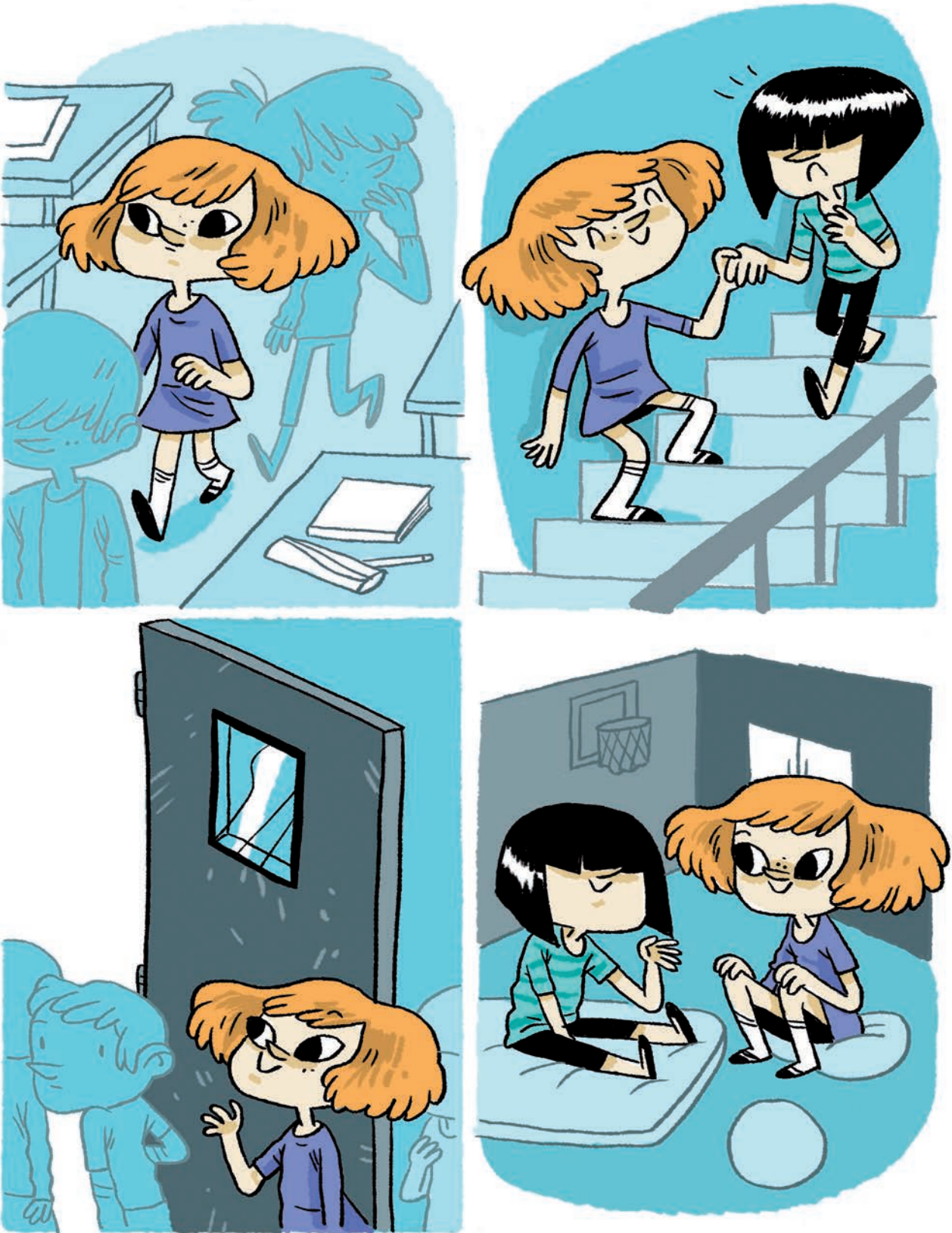


A large white rectangular area for writing or drawing, representing a poster board.

# What happens in an evacuation?

## EVACUATIONS

As you'll recall, the aim of an evacuation is to **get all occupants of a building or another space out as quickly as possible**. Evacuations must always be carried out in an orderly fashion.







The evacuation signal, which is usually a bell like the one that goes off between classes, tells us that everyone must leave the building. But **keep calm**: there probably hasn't been a great catastrophe, and the evacuation is most likely a precaution in reaction to a minor situation.

If you are asked to evacuate your school, keep these guidelines in mind, as well as those that your teachers have shared with you:

• **Exiting the classroom**

Exit the classroom calmly and in an orderly fashion, but don't stop to pick up your belongings: you would slow down your classmates, and your stuff could get in your way during the evacuation. If you're the last one out of the room, close the door (if there is a fire this will keep it from spreading).

• **In the corridor**

Take your place in the queue and keep moving. Move quickly, but don't run or push. **Don't take the lift, because it could stop between floors, take you to the floor where the fire is, or fill up with smoke.** Stay against the wall as you walk up or down the stairs. Never turn back, but if any classmates are having difficulty, assist them or ask someone else for help.

• **The exit**

The exit or way out is the main door leading to the outside. Listen to the person in charge of the evacuation and do as they say. **Don't rush ahead of people** to get out first, and stay in the queue. Stay in the group with your classmates. If you see someone fall, tell your teacher and help the person get up.

• **The assembly point**

Once you've exited the building, you'll all go to the **assembly point** (or evacuation centre) together. This is a safe place (often the school gymnasium) where you'll wait until you are told that you can return to your classroom or until your parents or guardians come to collect you.



**IMPORTANT**

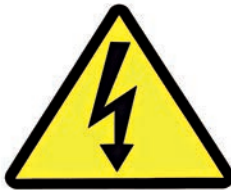
- Don't run.  
You have time to get out.
- Keep moving.
- Don't push.
- Don't use the lift.
- Never go back to get anything.
- If you're in the toilets or another area on your floor besides your classroom when the alarm goes off, join your class immediately. If you're on another floor, join the nearest group of people leaving the building and give the teacher your name and class number as soon as possible.

# Signs

We should all be familiar with the signs around us and know how to tell them apart, as they help us in an evacuation and keep us safe as we go about our daily activities.

The international standard is to use the primary colours on signs that give us important information or warnings.

**Warning signs:** (triangular and yellow).



DANGER:  
ELECTRICITY



DROP



FLAMMABLE  
MATERIAL



SLIPPERY FLOOR

**Information signs:** (blue).



DRINKING WATER



SAFETY HARNESS  
MUST BE WORN



FACE MASKS MUST  
BE WORN

**Fire safety signs:** (red).



EMERGENCY FIRE  
TELEPHONE



NO FIRE  
ALLOWED



FIRE  
EXTINGUISHER



NO  
SMOKING

**Evacuation signs:** (square or rectangular and green).



EMERGENCY  
EXIT



HOSPITAL



EMERGENCY  
EXIT RIGHT



EMERGENCY  
EXIT DOWN





In addition to the signs you've seen on the previous pages, there are lots of other ones around you that you may not have ever noticed. For example, vehicles that transport special or dangerous goods are always marked with signs.



## Activity

Draw some other signs you're familiar with and label each sign with its meaning.

# Accident prevention

## ACCIDENTS

You face dangerous situations every day, and you've got to know how to spot them in order to protect yourself and the people around you. But the real key to staying safe lies in using common sense to avoid potential dangers as you go about your daily activities. Remember to follow these simple rules:

### • In class

- To avoid hurting your back, try not to carry too much weight in your backpack, or use a bag with wheels.
- You must always follow your teachers' instructions. This is especially important during excursions (as you're outside the familiar surroundings of your school), activities not part of your normal classroom routine (such as experiments or situations where you're working with dangerous materials), evacuations, any sort of emergency, etc.

### • On the road

- Walk on the pavement, not on the kerb.
- Don't run. You could fall or get in the way of other pedestrians.
- Be very careful when you cross the road: only cross at marked crossing places (pedestrian or zebra crossings), obey traffic lights and look both ways before crossing to check that there are no vehicles or that the traffic has stopped.
- Don't wear headphones when walking: they keep you from noticing potential dangers.

### • At home and in your daily routine

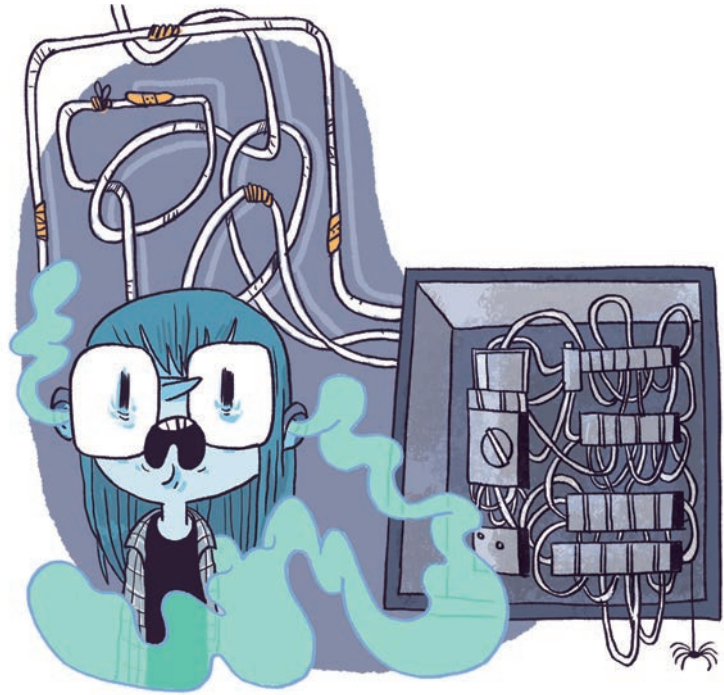
- Cleaning products are toxic. Stay away from them.
- Don't put small objects in your mouth, because you could choke, suffocate or cut yourself.
- Don't climb on furniture to reach things that are high up.
- Don't touch electrical appliances if your hands or feet are wet.
- Never accept food or drink from a stranger.
- Don't take medicine unless it's been given to you by your parents or teachers.
- Stay away from the cooker and the oven when people are cooking.
- Don't throw things out of the window of your house or your car.





• Other potentially dangerous situations

- When you're playing, don't push or hit your friends or classmates. You could hurt them, and there's a possibility that they could be seriously injured.
- Don't climb on fences, walls, goals, basketball hoops, etc. You could fall or hurt yourself.
- When you're going up or down the stairs, move slowly. Don't run, and don't slide down the handrail.



\* Pay attention to signs

In order to prevent accidents, fires, poisoning, etc., you've got to be familiar with the signs you're most likely to come across as you go about your daily activities. Here are a few examples, but there are lots more.



NOT DRINKING WATER



CAUTION!  
FORKLIFT TRUCKS  
OPERATING IN THIS AREA



CAUTION!  
RADIATION RISK



TOXIC MATERIAL



CAUTION!  
SLIPPERY FLOOR



LEVEL CROSSING  
WITHOUT BARRIER



## Activity

Let's see if you've paid attention to the accident prevention guidelines. Complete the sentences below without looking at the previous pages.

1. Walk on the ....., not on the kerb.
2. Cleaning products are .....
3. When you're playing, don't ..... or ..... your friends or classmates.
4. Don't climb on fences, walls, goals, basketball hoops, etc. You could ..... or hurt yourself.
5. Don't touch electrical appliances if your hands or feet are .....
6. Don't wear ..... when walking.
7. Don't climb on ..... to reach things that are .....
8. Don't throw things out of the ..... of your house or your .....







# Activity

Think about what a typical day in your home is like. Take note of any unsafe habits that you and your family members may have.

- Write down six unsafe actions you or other people in your family might do.

- 
- 
- 
- 
- 
- 

- Now write the proper thing to do in each of these situations.

- 
- 
- 
- 
- 
-

If you find yourself in a situation in which someone needs immediate medical attention, you must ask an adult for help, but you should know the basics of how to act in the event of an emergency.

### \* PNA: Protect-Notify-Aid

#### • Protect

- Protect yourself: make sure you're not in danger.
- Protect the victim from further injury.
- Protect the area. Use signs or warning triangles if necessary, and keep others safe by preventing them from entering the danger zone.
- Assess the situation and try to find out what has happened.

#### • Notify

- Call for help or send someone to find an adult.
- If possible, call the emergency telephone number, **112**, or have someone else call. It's very important that you say whether anyone is injured and what condition they are in.
- Contact emergency services at **112** as soon as possible.

### \* How does 112 work?

- You can call 112 from any telephone. The call is free, and you can call from any mobile phone, even if it hasn't got a SIM card or signal.
- With a single call to 112 you will be able to summon all the emergency services you may need: the fire brigade, the police, an ambulance, etc.

When you make an emergency call you must keep calm and give the emergency operator all the information they ask for.

You will be asked:

1. To give your name: tell the operator your full name and your age.
2. To give your exact location: building, street, etc.
3. To describe the type of accident: a fall, fainting, bleeding, poisoning, etc.
4. To say how many people are injured and their condition: you'll have to tell the operator whether the victim is conscious or unconscious.

### **112 is for emergency use only!**

- Do not call 112 if there is not an emergency: you could tie up the line and keep the operator from helping someone with a genuine emergency.
- Making a hoax call to 112 is illegal and can result in a fine or a more serious penalty.
- If you dial 112 by accident, don't hang up without saying anything. Explain that you have called by mistake before hanging up.



- **Aid**

- Calm the victim down.
- Never leave an injured person unattended.
- Do not give the victim anything to eat or drink.
- Do not move the injured person.
- Protect the victim from the cold, the heat, rain, snow, etc. Cover them with a blanket or anything else you can find.
- Make an initial assessment of the victim: Are they breathing? Is there any bleeding? Are they conscious? This is called the primary survey, and it follows the ABC acronym.

## The primary survey

### \* The ABCs of the primary survey

The primary survey consists of assessing and aiding the victim following the acronym ABC. The steps associated with each letter are described here, and your teacher will also explain how this works. Pay close attention.

- **A (Airway):** Open the victim's airway. To make sure they can breathe, use the head tilt-chin lift manoeuvre: place one hand on the person's forehead and the other on their chin and gently tilt their head back.
- **B (Breathing):** Check to see if the victim is breathing by putting your ear near their mouth to listen and feel for breath. You can also look to see if their chest is rising and falling.
- **C (Circulation):** Check to see if there is severe bleeding and whether the victim has a pulse.





## \* What is the recovery position?

The **recovery position** is a position into which an unconscious person can be placed as part of first aid treatment. This position is used to help the person breathe and therefore prevent further injury, such as suffocation caused by fluids collecting in their airway. It prevents the victim from choking on or inhaling vomit.

The recovery position should only be used on a person with a pulse. Make sure:

- their mouth is pointing towards the ground so that all fluids can drain without getting in the way of their breathing
- their chin is tilted back towards the top of their head
- their arms and legs are locked to ensure the position is stable.

### VERY IMPORTANT

- **DO NOT** use this position on a trauma victim. Moving them could cause further injury.
- If the injured person must stay in the recovery position for a long time, move them onto their other side every 30 minutes or so.
- Remove any objects that could cause injury: glasses, mobile phone, keys in pockets, etc.
- In general, an injured person can be placed in the recovery position on their left or right side.
- A pregnant woman must always be placed in the recovery position on her left side.
- Always call emergency services. When in doubt, do not move the injured person until emergency responders have confirmed that you should (they may be able to tell you this over the phone).

## \* The recovery position, step by step.

1. Position the person lying face up on the ground.







2. Bend the arm near you at a right angle to the person's body.



3. Keeping the leg near you straight, bend the far leg until it is at an angle to the person's body.



4. Roll them over on their side.



5. Tuck the person's upper hand under their cheek.



## Activity

Now you know the steps it takes to put an unconscious person into the recovery position.

• Are these statements about the recovery position true (T) or false (F)?

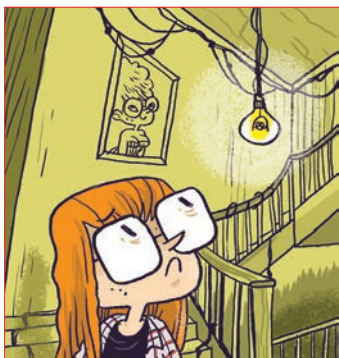
- The person must have a pulse.
- The mouth must point upwards so that no fluids come out.
- The chin must be tilted back towards the top of the person's head.
- The arms and legs must be locked to ensure the position is stable.

## REMEMBER

If you'd like to find out more, visit [www.educatumundo.com](http://www.educatumundo.com), where you'll find games, videos, comics, activities... and loads of other cool stuff.

### SHEET 1

(page 9)



Inadequate electrical installations.  
Wires in poor condition.



Use of electrical devices  
near water.

### SHEET 4

(page 18)

1. Walk on the **PAVEMENT**, not on the kerb.
2. Cleaning products are **TOXIC**.
3. When you're playing, don't **PUSH** or **HIT** your friends or classmates.
4. Don't climb on fences, walls, goals, basketball hoops, etc. You could **FALL** or hurt yourself.
5. Don't touch electrical appliances if your hands or feet are **WET**.
6. Don't wear **HEADPHONES** when walking.
7. Don't climb on **FURNITURE** to reach things that are **HIGH UP**.
8. Don't throw things out of the **WINDOW** of your house or your **CAR**.

(page 19)

- Examples of unsafe actions:
  - Touching electrical appliances with wet hands and feet.
  - Going near the oven or the cooker when these appliances are on.
  - Climbing on furniture to reach things that are high up.
  - Adults using cleaning products without wearing proper protection (gloves, for example).
  - Children handling knives or scissors.
  - Using your mobile phone or games console while walking around the house and going up and down stairs.
- Proper behaviour at home:
  - Children should ask an adult to reach things that are high up.
  - Always dry your hands and feet before touching an electrical appliance and don't go barefoot.
  - Stay away from the cooker and the oven when they are on.
  - Sharp objects must be kept out of reach of children.
  - Adults should always wear gloves or another form of protection when using cleaning products. Children must stay away from these products.
  - Don't use your mobile or games console while walking around the house and going up and down stairs.

### SHEET 5

(page 22)

- Write T for true and F for false:
  - The person must have a pulse. **T**
  - The mouth must point upwards so that no fluids come out. **F**
  - The chin must be tilted back towards the top of the person's head. **T**
  - The arms and legs must be locked to ensure the position is stable. **T**





This activity book is part of CuidadoSOS educational project and is aimed at 5th and 6th year Primary School children.

Its goal is to foster the prevention of childhood accidents, at school and in the home. Both the information and activities proposed in the booklet encourage safe and responsible behaviour.

In these pages, FUNDACIÓN MAPFRE endeavours to make children aware of where and why accidents occur, how fires start (and how they could be prevented), how to proceed in case of evacuation and so on.

If you wish to receive further information about the CuidadoSOS project, or if you would like to collaborate with its circulation please contact us through the following websites:

[www.fundacionmapfre.org](http://www.fundacionmapfre.org)

[www.cuidadosos.com](http://www.cuidadosos.com)

[www.educatumundo.com](http://www.educatumundo.com)



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