

Richfield Public School Academy

School Emergency Drills Documentation Form

2015-2016 School Year

School Name: Richfield Public School Academy

Type of Drill

Scheduled Event at Time of Drill

Fire Drill (5 required)

Standard

Tornado (2 required)

Lunch/Recess

Lock Down (2 required)

Other Event

Name of Reporting School: Richfield Public School Academy

Date of Drill: October 2, 2015

Time of Drill 9:35 (AM/PM)

Drill Was: Announced/Unannounced

Exact time required to evacuate/secure building: 6 minutes 49 seconds

Total number of participants: 451

Comments/Remarks by Drill Conductor: This inside threat lock down drill took a total of 6 minutes 49 seconds to conduct. All classrooms were in lock down and secured within 60 seconds of the drill being called. The remainder of the time was spent clearing the outer perimeter of the building. We will be adding a second person to clear the outside of the building to check all windows for student safety.

The Report is Emergency Drill Number 4 for the school year.

Name of Person Conducting Drill: Aubrey McClain

Title of person Conducting Drill: 3rd - 5th Grade Principal

Signature of Person Conducting Drill: Aubrey McClain