

Richfield Public School Academy
School Emergency Drills Documentation Form
2016-2017 School Year
School Name: Richfield Early Learning Center

<u>Type of Drill</u>	<u>Scheduled Event at Time of Drill</u>
<u>Fire Drill (5 required)</u>	<u>Standard</u>
Tornado (2 required)	Lunch/Recess
Lock Down (2 required)	Other Event

Name of Reporting School: Richfield Early Learning Center

Date of Drill: 8/9/16
(AM/PM)

Time of Drill 3:05 PM

Drill Was: **Announced**/Unannounced

Exact time required to evacuate/secure building: Evacuation in 1:35, all rooms checked at 2:45 and all students accounted for and placed at 4:00

Total number of participants: 215

Comments/Remarks by Drill Conductor: _____

The Report is Emergency Drill Number 1 for the school year.

Name of Person Conducting Drill: David Farley

Title of person Conducting Drill: Principal

Signature of Person Conducting Drill: 