

**Richfield Public School Academy
School Emergency Drills
Documentation Form
2016-2017 School Year**

Type of Drill

- Fire Drill (6 required)
- Tornado (2 required)
- Lock Down (2 required)

Time of Drill

Standard

Class Change
Lunch/Recess
Other Event

Name of reporting school: Richfield Public School Academy

Date of Drill: 4/21/17 Time of Drill: 2:53 (AM/PM)

Drill was: **Announced** Unannounced

Exact time required to evacuate/secure building: **3 minutes 28 seconds**

Total number of participants: **472**

Comments/Remarks: The alarm was shut off at **2:56 PM**

Teachers did a nice job of getting out of the building quickly and quietly. All students were accounted for very quickly and green cards were visible and easy to see.

This report is emergency drill **#5** for the school year.

Name of person conducting drill: Dan Winther

Title of person conducting drill: 3-5 Co-Principal

Signature of person conducting drill: _____