Richfield Public School Academy
School Emergency Drills
Documentation Form
2017-2018 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: 5/18/18 Time of Drill: 8:45 AM

Drill was: **Announced** Unannounced

Exact time required to evacuate/secure building: 5 minutes 27 seconds

Total number of participants: **472**

Comments/Remarks: The alarm was shut off at 8:50 AM

Students and staff moved quickly and quietly out of the building during the drill. Classroom doors were shut and lights were turned off. A few of the fire alarms did not properly activate during the drill. We have technicians coming out to the building to address this issue.

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: _____