

**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: 6/20/18      Time of Drill: 8:30 (AM)

Drill was: Announced                      **Unannounced**

Exact time required to evacuate/secure building:

Total number of participants: **472**

Comments/Remarks: The lockdown ended at 8:34 AM

**Teachers did a nice job of getting doors locked and lights off in the classroom.  
Teachers also made use of the new ALICE Training techniques. Classrooms were  
silent and locked down within a minute.**

This report is emergency drill #2 for the school year.

Name of person conducting drill: Daniel Winther

Title of person conducting drill: 3-5 Principal

Signature of person conducting drill: \_\_\_\_\_

