

**Richfield Public School Academy
School Emergency Drills
Documentation Form
2018-2019 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: 10/23/18 Time of Drill: 9:03 AM

Drill was: Announced **Unannounced**

Exact time required to evacuate/secure building: **3 minutes and 22 seconds**

Total number of participants: **434**

Comments/Remarks: The alarm was shut off at **9:06 am**

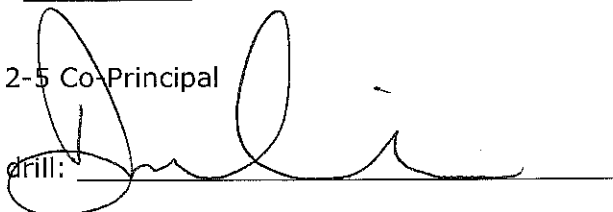
Teachers and students were out of the building quickly and quietly. All teachers had their Red/Green cards ready and all students were accounted for.

This report is emergency drill **#1** for the school year.

Name of person conducting drill: Dan Winther

Title of person conducting drill: 2-5 Co-Principal

Signature of person conducting drill:

A handwritten signature in black ink, appearing to read 'Dan Winther', is written over a horizontal line. The signature is cursive and somewhat stylized.