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 (arrival)

Name of reporting school: Richfield Public School Academy

Date of Drill: 2/14/2019 Time of Drill: 2:10 (AM/**PM)**

Drill was: **Announced** Unannounced

Exact time required to evacuate/secure building: 4 minutes 22 seconds

Total number of participants: 471 students

Comments/Remarks: Classrooms were secured and locked following the ALICE procedures. The procedures were followed quickly and quietly. None of the rooms were able to be opened by hand. Some rooms were able to be opened with a master key and a little force. 100% of students followed procedures for the ALICE lockdown drill.

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

Name of person conducting drill: Dan Winther

Title of person conducting drill: 2-5 Principal

Signature of person conducting drill: _____