

**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: 5/16/2019 Time of Drill: 11:30 (**AM/PM**)

Drill was: **Announced** Unannounced

Exact time required to evacuate/secure building: **4 minutes 8 seconds**

Total number of participants: **468**

Comments/Remarks: The alarm was shut off at 11:34 **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 #5 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:

