

**Richfield Public School Academy  
School Emergency Drills  
Documentation Form  
2020-2021 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: **3/22/21**      Time of Drill: 9:00 (**AM/PM**)

Drill was: Announced                      **Unannounced**

Exact time required to evacuate/secure building: **3 minutes 12 seconds**

Total number of participants: **218**

Comments/Remarks: The alarm was shut off at **9:03 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 the emergency drill **#2** 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: \_\_\_\_\_

