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: 6/15/21 Time of Drill: 9:07 (**AM**/PM)

Drill was: **Announced** Unannounced

Exact time required to evacuate/secure building: 4 minutes, 12 seconds

Total number of participants: **208**

Comments/Remarks: The lockdown ended at 9:11 AM

All staff members did a great job quickly locking down their classrooms, getting their students quiet and remaining quiet during the drill. All classrooms remained locked until an administrator unlocked the door for the classroom.

This report is emergency drill **#3** for the school year.

Name of person conducting drill: Daniel Winther

Title of person conducting drill: 3-5 Principal

Signature of person conducting drill: _____