

## Emergency Drills Report Form 2018 - 2019

Fire Prevention Act 207 Section 29.19 (as amended effective July 1, 2014) outlines the requirements for schools operating any of grades kindergarten to 12. The specific sections for Fire Drills, Tornado Drills and Lock Downs are listed below.

In addition, the following pertains to ALL DRILLS in Section 19 of the Act:

**Sec. 19 (6) A school that operates any of grades kindergarten to 12 shall conduct at least one (1) of the drills required by this section during a LUNCH or RECESS period, or at another time when a significant number of the students are gathered but not in the classroom.**

### Fire Drills

**Sec. 19 (3) A minimum of five (5) fire drills is required for each school year for a school that operates any of grades kindergarten to 12. Three (3) of the fire drills shall be held by December 1 of the school year, and two (2) shall be held during the remaining part of the school year, with a reasonable spacing interval between each drill.**

Date	Time Drill(s) Conducted	# of Participants	Evacuation Time	Comments
09/06/2018	1:30 p.m.	168	1 min 0 sec	During the fire drill on 09/06/2018, the staff, teachers and all students exited the building in an orderly and quiet manner with their Emergency Preparedness "red" Book handy as intended. Administration checked the building and the building was all clear. One teacher held up her red "need help" sign and indicated that one of her students was not accounted for. Administration confirmed that the student was safe with another teacher. All other teachers had their green "safe" sign held up and all students were accounted for. Resolution: Continue to express the importance of evacuating the building in a timely manner, student accountability and the use of the Emergency Procedure Book.

### Tornado Drills

**Sec. 19 (4) A minimum of two (2) tornado safety drills is required for each school year. At least one (1) of the tornado safety drills shall be conducted during March of the school year.**


Date	Time Drill(s) Conducted	# of Participants	Response Time	Comments

### Lock Down Drills

**Sec. 19 (5) A minimum of three (3) drills in which the occupants are restricted to the interior of the building and the building secured is required for each school year at a school that operates any of grades kindergarten to 12. At least one (1) of these drills shall be conducted by December 1 of the school year, and at least one (1) shall be conducted after January 1 of the school year, with a reasonable spacing interval between each drill (please refer to the Act for more info regarding these drills)**

Date	Time Drill(s) Conducted	# of Participants	Drill Conducted By: (Initial/Identify)	Comments
08/30/2018	1:30 p.m.	156	D.C. Security	The lockdown occurred at 1:30 p.m. with the announcement over both the P.A. system and the walkie talkies that all classes should immediately go into lockdown mode. During the lockdown the following incidents were observed: 1) All classroom doors were locked as indicated by the school's lockdown procedures and protocols. 2) All students and staff were out of sight when looking through the classroom doors; all classes appeared to be empty. A member of the administration team knocked on several classroom doors asking to be let in. All classrooms remained silent and appeared to be empty. Resolution: Continue to have professional development to explain and discuss the correct procedures for safety procedures to follow during a lock down.

Northridge Academy

 9/10/18  
Administrator's Signature Date

Please post this log on the Academy's website within 30 school days after the drill is completed and is maintained for at least three years.

Not later than September 15 of each school year, the chief administrator of a school shall provide a list of the scheduled drill days for the schools buildings operated by the school to the county emergency management coordinator.

