

Emergency Drills Report Form 2015-16

Fire Prevention Act 4713 requires five (5) fire drills each school year – three (3) should be conducted by Dec 1, and two (2) drills during the remainder of the academic year. Two (2) in-building tornado safety drills (at least one (1) during March) and three (3) lock down drills (one(1) by December 1) One of drills shall take place during lunch time or when significant number of students are not in classrooms.

Fire Drills--5

Date	Time Drill(s) Conducted	# of Participants	Evacuation Time	Comments
9/10/15	10:10	120	1 min 30 sec	The actual fire alarm was not working so we had a drill using voice commands. This was first one of the year and students and staff did relatively well. All staff took attendance.
10/14/15	10:00	128	1 min 36	Student was kept back, but staff did not let administrator know immediately--
10/22/15	2:10pm	123	1 min 20 sec	This was excellent as it was a surprise drill and in calling the alarm company we found out they no longer service this account. We used a silent alarm system. Students were in hallways and bathroom yet managed to get out in great time. We need to refine our attendance system to track those not in classrooms.
4/8/16	12:05 (lunch)	128	1 min 15 sec	We had some difficulties setting the new alarm system. The alarm does not sound off in either of the cafeteria room. We will need to address that issues and lack of staff to monitor students in the lock down facility.
5/2/2016	1:00	125	1 min 26 sec	We had a student run out of class to get a jacket at the other end of the building—caused a safety issue due to nature of the facility.. Students seemed slow moving; rainy day

Lock Downs--2

Date	Time Drill(s) Conducted	Drill Conducted By: (Initial/Identify)	Comments
9/30/15	10:00am	Initialed by Secretary	Went relatively well even though this type of drill can cause some emotional trigger for students. No one was in the hall. Need to make sure put sign on door
11/30/15	10am	Principal	Well done!
1/14/2016	10am	Principal	Need to make sure door windows are covered. Teachers did not respond to knocks on door. Need to make sure gym and Vista Maria staff are aware.

Tornado Drills--2

Date	Time Drill(s) Conducted	# of Participants	Response Time	Comments
9/15/2015	9:30 am	131	1 min 30 sec	Fabulous drill—students followed directions and procedures.
3/15/16	9:35 am	103	2 min	Students were very anxious and resistant today, lots of negativity, reactiveness. Took time to quite them.

Clara b Ford Academy

Beverly A. Bawand Ph.D. LMSE

5/2/2016

Administrator's Signature/Date

Keep a copy on file for Fire Inspector and Central School Office information.