



FIRE DRILL PROCEDURES

When the fire alarm sounds:

1. Students will walk out of the classroom in a **QUIET** orderly manner
2. The student reaching the outside door first will hold it open for the others
3. The classroom windows should be closed and the classroom door should be closed by the last person out of the room
4. Teachers will take their class lists of students and do a head count after exiting the building
5. Students must go a safe distance from the building and stand quietly in a single line

THE PINK LINE ON THE ATTACHED MAP DESIGNATES THE FIRE ESCAPE ROUTE

TORNADO DRILL PROCEDURES

1. At the signal, the students should proceed to their designated position against the wall in the hallways and assume a kneeling position, head down, with hands covering their heads
2. Teachers are to close classroom doors After students exit into hallways
3. Students must remain quiet
4. Teachers will take their class lists Of students and do a head count after the exiting the classroom

THE GREEN HIGHLIGHTED AREAS ON THE ATTACHED MAPS DESIGNATES WHERE THE CLASS IS ASSIGNED