# RCS School Emergency Drills

## Documentation Form for the 2020-21 school year

**This form must be completed for each drill, remember to check the type of drill.** Upon completion of each drill, please email Sharon Ahearn your signed drill report. Sharon will post them on the district website within 5 days of the drill completion and it will remain posted for 3 years.

**Type of Drill**

- ○ Fire Drill (5 required)
  - 3 must be completed by December 1, 2020
  - There must be a "reasonable" interval between each drill.
- ○ Tornado Drill (2 required)
  - At least 1 must be completed during the month of March 2021
- ☒ Lock Down/Shelter in Place Drill (3 required)
  (Drills in which the occupants are restricted to the interior of the building)
  At least 1 drill must be completed by December 1, 2020 and
  At least 1 drill must be completed after January 1, 2021

*At least 1 of the drills is required to be conducted during a lunch, recess, or at another time when a significant number of the students are gathered but not in the classroom.

**Time of Drill**

- ☐ Standard
- ☐ Class Change
- ☐ Recess
- ☒ Other Events
  Please explain: REMOTE LEARNING

Name of Reporting School: HAMPTON

Date of Drill: 11/12/20 Time drill was held: 8:00 (am/pm)

Exact time required to evacuate/shelter/secure: _____

This report is for emergency drill # 1 of 3 Total Participants: 3

Remarks: MAINTENANCE STAFF CHECKED ALL DOOR LOCKS

Signature of the school principal/designee acknowledging the completion of the drill

Printed name of the individual in charge of conducting the drill, if it is not the school principal

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**Time of Drill**

- ☐ Standard
- ☐ Class Change
- ☐ Recess
- ☒ Other Events
  Please explain: REMOTE LEARNING

Name of Reporting School: HAMPTON

Date of Drill: 11/12/20 Time drill was held: 2:30 (am/pm)

Exact time required to evacuate/shelter/secure: _____

This report is for emergency drill # 1 of 2 Total Participants: 35

Remarks: REVIEWED PROCEDURES WITH STAFF

_____
Signature of the school principal/designee acknowledging the completion of the drill

_____
Printed name of the individual in charge of conducting the drill, if it is not the school principal

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**Time of Drill**

- ☒ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Events
  Please explain: _____

Name of Reporting School: HAMPTON

Date of Drill: 10/19/20 Time drill was held: 9:00 (am/pm)

Exact time required to evacuate/shelter/secure: 2 MIN 10 SEC

This report is for emergency drill # 1 of 5 Total Participants: APPROX 160

Remarks: _____

Signature of the school principal/designee acknowledging the completion of the drill

Printed name of the individual in charge of conducting the drill, if it is not the school principal

sahearn.cit.8.31.2020

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*At least 1 of the drills is required to be conducted during a lunch, recess, or at another time when a significant number of the students are gathered but not in the classroom.

**Time of Drill**

- ☒ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Events
  Please explain: _____

Name of Reporting School: HAMPTON

Date of Drill: 10/22/20 Time drill was held: 9:00 (am/pm)

Exact time required to evacuate/shelter/secure: 1 MIN 59 SEC

This report is for emergency drill # 2 of 5 Total Participants: APPROX 160

Remarks: _____

Ryan R. Stein

Signature of the school principal/designee acknowledging the completion of the drill

_____

Printed name of the individual in charge of conducting the drill, if it is not the school principal

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- ☐ Class Change
- ☐ Recess
- ☒ Other Events
  Please explain: REMOTE LEARNING

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Date of Drill: 11/12/20 Time drill was held: 2:30 (am/pm)

Exact time required to evacuate/shelter/secure: _____

This report is for emergency drill # 3 of 5 Total Participants: 35

Remarks: REVIEWED PROCEDURES WITH STAFF

Signature of the school principal/designee acknowledging the completion of the drill

Printed name of the individual in charge of conducting the drill, if it is not the school principal