

Dupree School District	NEPN Code: EBCB
Policy Manual	

Safety Drills

It is the policy of the Dupree School Board to conduct safety drills to ensure every reasonable precaution against emergency situations have been taken to protect the safety of all students, employees, visitors, and others present on district property.

These drills are a safety training measure designed to familiarize students and staff with the school's emergency procedures. They provide the opportunity to test procedures, reveal weaknesses in procedures, build staff and student awareness, improve response and coordination, clarify roles and responsibilities, and improve individual performance. The Fire/Fire Drill Procedures document must be posted in all classrooms, offices and workspaces.

Every staff member shall be familiar with the location of fire extinguishers in the building and the location and operation of fire alarms. A map of the location of fire extinguishers and AED units must be posted in every classroom, office and workspace in the building.

There shall be at least two fire drills per semester and one tornado drill per year in the district. In addition, one lockdown drill must be conducted periodically. The superintendent shall maintain a record of evacuation drill dates and times. The evacuation drill record shall be available for inspection by a representative of the State Fire Marshall upon request.

Tornado Drills

Tornado drills will be carried out in the spring with special emphasis on teachers and students moving to the assigned safe areas of the school building.

Fire Drills

Fire drill procedures, including proper exits and evacuation areas shall be explained to students. All District employees shall be thoroughly instructed with respect to their duties during these evacuation drills. In all cases, teachers shall be responsible for accountability and guiding all students under their supervision to safety. Assigned staff shall keep the time of the evacuation of their area of the school and report it to the superintendent.

Lockdown Drill

In coordination with the SRO and area law enforcement, the district will hold "lockdown drills" periodically to practice emergency response procedures associated with hostage or shots fired situations. Staff will be trained as needed on the procedures of the lockdown drill.

Legal References:

SDCL 13-25-10	Evacuation drills
ARSD 61:15	Fire safety

Reviewed:	12 April 2021
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