

## FIRE DRILLS

A fire drill shall be held in each school building at least twice each semester of the school year in grades Early Childhood (ECH) -\_12. In addition to the required fire drills, disaster drills will be conducted at least two times per year in cooperation with disaster or civil defense agencies and principals in each school building.

Instructions will be furnished by the principal to teachers and students as to route and manner of exit during fire drills. Special instructions in fire drill procedure will be given to students the first week of school, and the first fire drill of the school year must be held during the first two weeks of school.

Fire drills will be held without warning and will be varied in procedure to give the students the experience of varying fire possibilities. Order rather than speed will be stressed in fire drills.

Every teacher will be familiar with the location of fire extinguishers in the building and will be informed regarding the location and operation of fire alarms. Principals will keep a record of all fire drills held in their schools, stating the date the drill was held and the time required for evacuation of the building. These reports will be furnished to the superintendent as required.

(ADOPTION DATE: April 12, 1982)

(REVISION DATE: November 25, 1985)

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