

ADMINISTRATION: 2.0

POLICY: 2.2

FIRE DRILLS

The Muhlenberg School Board recognizes the need for conducting periodic fire drills in order to assure the safety and welfare of students and school personnel.

The building principal is responsible for the establishment of a fire drill schedule.

Policy: 2.2
Adopted: 12/15/82

FIRE DRILLS

The Principal in charge of each building shall

- I. Develop written fire drill and emergency evacuation procedures for the building and distribute same to staff. These procedures must include the following:
 - A. Roll taking procedure (staff and students)
 - B. Alternative exit routes in case of blocked exits and other emergencies
 - C. Reference to student behavior during fire drills
 - D. Designation of student staging areas
 - E. Building check during drill
 - F. Teacher role in evacuation
 - G. Re-entry procedures after fire drill
 - H. Inclement weather procedures.
- II. Provide staff and student orientation regarding procedures.
- III. Conduct a minimum of one fire drill each month, November through June, and two per month in September and October.
- IV. Establish a fire drill log to be kept in the office of the principal indicating date and time of drills as well as any other relevant information.
- V. Notify the District switchboard at the time the fire drill is held.

Reference: Section 1517 of the School Code of Pennsylvania.

Administrative Procedures: 2.2
Adopted: 12/15/82