

School Name: Knapp Charter Academy School Year: 2022-2023
 First Day of School: 8/23/22 Last Day of School: 6/9/23

A **minimum of one Fire, Lockdown or Tornado drill must be conducted during lunch or recess.**

Fire Drills - three fire drills before Dec. 1 and two after Jan. 1 with reasonable spacing in between

Month	Date	Time	Notification Method	# of Staff Members	# Occupants Evacuated	Special Conditions Simulated	Problems Encountered	Weather Conditions	Min.	Sec.
May	5/4/23	10:40am	Alarm	70	556	N/A	N/A	Clear	3	13
May	5/16/23	2:30	Alarm	70	555	Recess	None	Clear	3	29
Sep	9/13/22	9:20am	Alarm	75	580	Y5/K Recess and PE class out back	Recess lined up students first before proceeding to designated wait area. Emailed staff that they should spread out as staff along the route and usher kids off the playground to their area and regroup once off the playground.	Clear	5	0
Oct	10/21/22	9:45am	Alarm	70	436	n/a This was a make up drill due to it raining on the scheduled date.	n/a	Clear	2	48
Dec	12/7/22	2:10pm	Alarm	75	575	n/a	n/a	Cold	2	44

Room Clear – One per school year, before December 1.

Date	Time	Special Conditions Simulated	Problems Encountered
10/25/22	8:30am	hallways practiced at different times - establishing what to do and which classroom is their buddy classroom	none

Reverse Evacuation – One per school year, after January 1.

Date	Time	Special Conditions Simulated	Problems Encountered
1/19/23	1:50pm	Some at recess - this was logged last fall - not sure why it's not showing on our report	none

Lock Down Three per school year. Two before Dec 1 and one after Jan 1.

Date	Time	Special Conditions Simulated	Problems Encountered
12/2/22	2:03pm	none	none
9/21/22	10:45am	None	None - reviewed doors locked at all times and lights off if room is unoccupied
3/3/23	1:10pm	office was splinting a student. clean crew was trying to leave, etc. so we had to adjust due to lockdown	n/a

Severe Weather/Tornado Drill - Two per school year (one before Dec 15 and one in March)

Date	Time	Special Conditions Simulated	Problems Encountered
3/22/23	1:40pm	a couple classes were outside and had to come in - teachers did great of getting them to their designated areas based on where recess was located	none
10/18/22	9:20am	Y5's was outside for recess so we had to reverse evac them into building for drill. One dean neglected to have her walkie on so she wasn't answering if her hallway was clear - that's why the time is so long.	See above and some classrooms didn't realize they could utilize all hallways around them and were packed a little tight. Went over locations with that hallway.

Reunification – One type completed by December 31

Date	Time	Special Conditions Simulated	Problems Encountered
11/2/22	3:45pm	n/a	non



Signature of Person Responsible: **Julie Wernstrom**