

School Name: Linden Charter Academy School Year: 2021-2022
 First Day of School: 8/30/21 Last Day of School: 6/10/22

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.
Oct	10/28/21	1:40 p.m.	Phone	75	665	none	Students grabbing their coats, horseplaying, teachers missing emergency bags & update rosters in red bags	Clear	2	10
Oct	10/19/21	10:00 a.m.	Phone	75	660	N/A	Specials staff unaware of correct exit location; 3-5 wing noisy—sped teachers effectively communicatin with gen ed teachers re students location.	Clear	2	12
May	5/11/22	3:04	Phone	82	640	Driveline (parent pickup) and bus dismissal	Short (5 min) delay wi driveline & bus dismissal	Clear	3	30
Nov	11/4/21	7:15	Phone	75	659	Furnace issue set off smoke alarm. Fire Dept cleared bldg. Smoke smell- Aramark/ Pleune/ NHA contacted. Evacuated to gym. Opened doors/ windows used fans to increase airflow. Students back in classrms @10am.		Clear	3	30
Jun	6/3/22	10:30	Phone	82	638	Lunchtime	None	Clear	1	12
Nov	11/15/21	11:40 a.m.	Phone	75	674	Checking the fire alarm system	3-5 Staff unclear of expectations when students in specials	Cold	2	45
Sep	9/10/21	2:00 pm	Phone	79	630	none	Level 1 in the hallway, Teachers are unaware of their destination location.	Hot	2	32

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

Date	Time	Special Conditions Simulated	Problems Encountered
9/21/21	1:30-2:00	none	none

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



Date	Time	Special Conditions Simulated	Problems Encountered
4/21/22	11:31	Students on the playground were escorted back into the building quickly and quietly by the classroom teacher.	None

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



Date	Time	Special Conditions Simulated	Problems Encountered
3/17/22	10:00		Bathroom doors in 3-5 wings (locked properly after new locks were put in place)
11/17/21	10:00am	none	Securing the bathroom doors locks appropriately, keeping a level 0 in the classroom
10/11/21	9:30	none	Reminder to check the wing bathrooms for students, staff struggled with how to lock their door, Noise level 1 properly

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

Date	Time	Special Conditions Simulated	Problems Encountered
12/14/21	12:30	none	The noise level in 6-8 wing and location of Kindergarten classroom in 3-5 wing.
3/14/22	1:30 pm	None	K teacher went to wrong location within the wing. 3-5 wing--office door locked-classroom couldn't enter.

Reunification – One type completed by December 31

Date	Time	Special Conditions Simulated	Problems Encountered
12/14/21	3:30	None	Discovery of some materials needed that had not been planned for originally. Some confusion regarding where people were stationed.

Signature of Person Responsible: Tiffany Thompson