

## **Joshua Eaton Safety Drill Procedures**

**To support the safety and well-being of our Joshua Eaton staff and students, we practice several different types of safety drills each year so that our staff and students are well prepared in case of an actual emergency. Below are the different types of safety drills that we conduct.**

### **Fire Drill (Minimum of Four Times Per Year)**

Fire drills are conducted with the support of the Reading Fire Department a minimum of four times per year, as required by state law. These drills are usually unannounced. During the first day of school, teachers explain the proper procedure of evacuating the building in the event of fire or another emergency. Fire drill procedures are posted in every classroom. Every student should become familiar with the primary and secondary routes and exits to be used in each class. Students should remember to walk out of the building quickly and **without talking**. Visitors in the school building or outside on the school grounds should join the nearest class group and remain with this group until the fire marshal delivers the signal to re-enter the building.

### **Shelter-in-Place (Minimum of Once/Year)**

Shelter in Place Drills are practiced at least once/year and provide refuge for occupants within the school building during an incident. It is used when it is safer inside the building than outside; for example, in weather emergencies, medical emergencies, or if other activities are happening outside the building.

Shelter-in-Place may be also be used to simply stop movement in the building (in case of a one student medical emergency). In addition, students and staff may be directed to designated safe areas chosen for the specific incident; for example: gymnasiums, hallways, auditoriums, or classrooms.

### **A.L.I.C.E Protocol (Minimum of Twice/Year)**

The A.L.I.C.E. protocol is a research based protocol that has been in place in the Reading Public Schools for the past five years. This protocol is used in the event of an active shooter or intruder in a school. Depending on the situation, there are several ways to enhance a lockdown to empower individuals to take common sense actions critical to their safety. These may include: 1) barricading the door using available furniture and other objects; 2) distracting or countering the assailant, and 3) self-evacuation. These actions are often based on the response strategies of Alert – Lockdown – Inform – Counter – Evacuate (A.L.I.C.E.)

Any safety drill requires proper training and practice for all staff and students and educating parents on its benefits. Our goal is always student and staff safety.