

# Emergency Drill Guidance

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## Emergency Drills

- Once school returns for students, then the normal fire emergency exit drills will resume. 1 Fire per month is required.
- It is understood that the total number of required drills may not be completed for the remaining school year but in the event of split weeks more than the number of required drills may need to be performed

## Emergency Drills

- The policy for school fire drills would apply only to buildings that are occupied by students for educational purposes.

# Emergency Drills

- The following guidelines for conducting drills in student-occupied buildings shall apply as classes and other activities return to school buildings, and may require special considerations such as:
  1. Number of students.
  2. Location of evacuation areas.
  3. Times of student occupancy.

## Emergency Drills

- When conducting fire drills, emphasis shall be based upon orderly evacuation and familiarization with procedures rather than on speed.

# Emergency Drills

During planning for emergency evacuation drills, hand hygiene and respiratory etiquette can be included.

The following are considerations:

- Utilize fire exit door monitors that prevent the touching of door hardware by each student and staff member that could cause viral transfer from contaminated surfaces.
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- Handwashing or using hand sanitizer with no touch dispensers (where possible).
- Cleaning and disinfecting surfaces that students and staff may contact in routes of egress travel prior to and after drills.

# Emergency Drills

- Encourage covered coughs during evacuation and while in assembly areas and place trash receptacles at each entry for disposal of tissues used to cover sneezes/coughs.
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- Ensure use of cloth or other recommended face coverings.
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- Use hand held signs to communicate and direct students while wearing face coverings that may interfere with voice projection.
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- Ensure there are preferred and alternative means for notifying occupants of a fire or an emergency.
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- Plan outside assembly areas with modified layouts that incorporate social distancing.

# Emergency Drills

- Additional consideration must be given to the following:
  1. Routes for fire department access.
  2. Fire hydrant locations.
  3. General traffic patterns.
  4. Consideration for those persons who are unable to use the general means of egress without assistance.
  5. Emergency situations that may preclude evacuation where building occupants are required to defend in place.



# Emergency Drills

1. Assigning additional staff to assist with evacuation, assembly, and accountability of building occupants.
2. Determine if available outside space will allow the schools occupancy capacity to properly social distance based on the modified plan.
3. Identify alternate and/or additional gathering locations to accommodate total building population in designated gathering locations.
4. Consideration of markers to easily identify acceptable separation for social distancing and accountability. Should you have any questions or concerns do not hesitate to contact the office of safety and security.

## Emergency Drills

- The Maryland State Department of Education requires the following drills be performed during the school year:
- 1) Lockdown;
- 2) Shelter in Place;
- 3) Evacuation;
- 4) Reverse Evacuation;
- 5) Drop, Cover and Hold
- 6) Severe Weather.

## Emergency Drills

- The below options are recommended for use by school systems to use for any of the required MSDE drills:
- Option 1: Continue to practice current protocols/drills as normal, with the exception that all participants are to wear face-coverings, and where practical and possible, use physical distancing. Once in designated collection points, continue to utilize physical distancing, as well as local health department and CDC guidelines for transmission prevention.

## Emergency Drills

- Option 2: Educator-led walk-throughs of the drill technique with students participating one at a time, in various portions, to reinforce techniques taught/learned. (Ex: as the educator explains steps, a single student is selected to simulate the steps, one at a time.)

## Emergency Drills

- Option 3: Educator-led age-appropriate discussions on what steps are taken when the need to take any action arises.

## Emergency Drills

- Note: Any of the three (3) options above may be used for purposes of drill coverage during the current COVID-19 pandemic. Please be sure to document and report all drills to the Fire Marshal's Office with jurisdiction over your school system and to the Maryland State Department of Education as appropriate.