

# Earthquake Safety and Evacuation Procedures

This emergency drill will involve:

- a. Earthquake sounds broadcasted over the PA (approximately 30 seconds)
- b. **Instruct** students to 'DROP, COVER, AND HOLD'
- c. All students and staff '**DROP, COVER, AND HOLD**'
- d. **Initiate group counting aloud**....1 and 2 and 3 and....for the length of the earthquake.
- e. When earthquake sounds stop ...**instruct** students to stay put for 60 seconds
- f. **Initiate** group counting to 60.
- g. After a count of 60, **instruct** students to be quiet, check for injuries, and quietly stand up.
- h. **Instruct** students to assemble near classroom door without talking.
- i. Staff to quickly **sweep** classroom, **complete head count**, **grab** attendance list, and earthquake kit (if available).
- j. **Instruct** students to be silent, walk single file behind you as **you lead them out of the school.** Leave classroom door **unlocked** behind you.
- k. At the Student Assembly Area line your students up parallel to the football field. Teachers with the last name A should be closest to 7<sup>th</sup> street, etc....
- l. Complete Emergency Attendance slip and have a runner deliver it to the Incident Site Manager Area located in the middle of the turnaround (orange vested staff member) at the front of the school.
- m. Dismiss students to the opposite side of the field and have them group themselves according to last name in front of appropriate alpha signage.
- n. Staff to **report** to Emergency Response Team Areas as per site map attached.
- o. Site Manager will dismiss students/staff with a blast of an air horn.