

# Fire Drill Procedures

Date



- When bell rings line up your class at the class door.
- Check there is no one in the toilets.
- Bring your roll book.
- Class door should be closed when classroom is empty.
- Last class out should make sure fire doors in the corridor are closed
- Walk your class to the assigned exit.
- Line up class at the red x at the fire assembly point.
- Roll call to ensure all class present.

Special Education Teachers and SNAs in transit should bring their child to the nearest exit and ensure that their children join their class line at the fire assembly point.

Fire Assembly Point on J.I. S.I. 2 <sup>nd</sup> 3 <sup>rd</sup> 5 <sup>th</sup> 6 <sup>th</sup> Courts													
Red courts		All classes that exit from Old Boy's entrance on right from both upstairs											
Kells Entrance													
J.I	J.I	S.I.	S.1	2 <sup>nd</sup>	2	3 <sup>rd</sup>	4 <sup>th</sup>	4/5 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	6 <sup>th</sup>		
X	x	x	x	x	x	x	X	x	x	x	X	X	
From School													
Red Courts	x	1st	x	1st		x	4 <sup>th</sup>		X	5 <sup>th</sup>		X	3 <sup>rd</sup> / 4 <sup>th</sup>

