

FIRE & EVACUATION DRILLS

2022-23 Inspection Assignments for Fire Drills or Other Emergencies

It is imperative that every precaution be exercised to avoid having any person left in the building during a fire drill or emergency. The following assignments will provide proper inspection of all portions of the building in addition to those occupied by classes at the time of a drill:

1. Dr. Griffin Overall supervision.
2. Ms. Leech Fourth floor restrooms
3. Mr. Sweeney Confirm building evacuated as students exit via south end of North Wing.
East of bridge: third floor boys' lavatory
4. Ms. Flamholtz Confirm building evacuated as students exit via north end of North Wing.
5. Ms. D'Elia Second floor lavatories (near Room 256)
6. Mr. Iosepovici Prevent all vehicles (except fire and police) from entering Post Road
entrance.
Mr. Thompson
7. Ms. Thompson East of bridge, second floor girls' room.
8. Ms. Kerrigan Maintain fire drill "report" book. (see Bonnie Berry)
9. Ms. Morgan Third floor women's and men's rooms (near Health Office)
10. Cafeteria Aides Backstage dressing room, first floor lavatories, cafeteria, Brewster Lobby.
11. Dr. Schaefer Second floor men's room (near room 268)
Ms. Maxwell
12. Ms. Rossi Library
13. Ms. Pisano Classrooms and special rooms in the Science Wing.
14. Ms. Roemer Confirm gymnasium areas evacuated.
Mr. Pappalardi
15. Mr. Magalhaes Will assign members of the custodial staff to report to him after making complete inspection of all portions of building, including conference rooms, locker areas, Theater Arts area, property storage room, Instructional Music Suite, teachers' dining room, and teachers' lounges.

Reports are to be made via radio to Ms. Bonnie Berry. Recall will not be sounded until all reports have been received and it has been ascertained that the building is all clear.