



# ***Drills, Exits, and Routes***

## **Stockton Elementary School 2012-13**

### Shelter in Place (Severe Weather)

The signal for a disaster drill consists of continuous short rings of the school bell OR an announcement on the intercom. You should leave the classroom doors closed with shades closed. Proceed silently to the disaster station assigned to your room. Students are to face the wall and may cover their faces with their hands. Line up students 2-3 deep if necessary.

### Law Enforcement Drill (Lockdown)

Lock the room doors and turn lights off. Bring any student into your room that may be in the hall during the drill. Take attendance. Move students from windows to the side of the room so the room appears vacant, and remain silent. Wait for the all clear sign.

### Evacuation (Fire Drill) When the fire alarm buzzer sounds:

- Students line up and exit in single file.
- Teachers do a head count, bring their Monthly Homeroom Roster Sheet.
- Teachers may assign a student to check that all students exit and close the door.
- Clear the building in an orderly manner using the assigned staircase/exit route.
- Take attendance after exiting. Report any missing students immediately.
- Wait until the bell rings indicating all is clear and return to the building is safe.
- If students are in enrichment during a drill the homeroom teacher should take his/her attendance book and meet the class outside.
- ***Fire Alarms are VERY LOUD. Please make a plan with students so they know what to do without hearing you.***

### Exits and Routes

Montrose Door by Room 118:

Rooms 119, 120, 217, 218, 219, 220, exit to Montrose Street and proceed west to cross Dover Street and walk north on Dover Street sidewalk.

South Playground Exit Door:

Rooms 121, 122, 125, 222, 225 proceed to Dover Street and go north toward Sunnyside Street.

Main Entrance Door:

Rooms 102, 202, 203, 204, 302, 303, 304 exit to Beacon Street and proceed south to Montrose and go east on Montrose Street and walk toward Malden Street.

South Beacon Street Door:

Rooms 108, 110, 111, 112, 204/206 (Library), 207, 208, 209, 210, 211, 212, 305, 306, 307, 308, 309, 310, 311, 312, and 314 exit to Beacon Street and walk toward Sunnyside Street.

Auditorium Exit Doors:

Classrooms in the auditorium exit to Montrose Street and walk toward Malden Street.

Gym Exit Doors:

Classrooms in the gym exit to Beacon Street and walk north to Sunnyside Street.