

**THE PROTESTANT SEPARATE SCHOOL BOARD
OF THE TOWN OF PENETANGUISHENE**

POLICY MANUAL

POLICY TITLE:

School Fire Drills

SECTION/CODE:

School Operations D – 10

APPROVAL DATE:

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POLICY STATEMENT

It shall be the policy of The Protestant Separate School Board of the Town of Penetanguishene (PSSBP) to require school fire drills in the manner as outlined in the Administrative Regulations.

ADMINISTRATIVE REGULATIONS

1. In accordance with *Ministry Regulation 298* and appropriate *Ontario Fire Code*, the Principal / Vice-Principal shall hold school fire drills:
 - 1.1 At least three times during the fall term, and
 - 1.2 At least three times during the periods from January to June
2. Sufficient fire drills shall be held in September and October to establish the efficiency of students in evacuating school buildings.
3. Thereafter, fire drills shall be held with whatever frequency is necessary to meet safety standards of evacuation. Drills are timed and the time is documented. All staff participating in the drill sign the fire drill log.
4. During inclement weather students should not be exposed unnecessarily to climatic conditions during school fire drills.
5. The Principal / Vice-Principal shall make provision for the regular testing of fire alarm equipment and the checking of escape routes.
6. The Principal / Vice-Principal or designate shall be responsible for seeing that all personnel are evacuated from the school building.
7. In the event of a fire, refer to Policy D – 31 Emergency Preparedness Plan and the School Fire Safety Plan filed in the main office.