

Code I: Students

POLICY TITLE AND CODE

STUDENT SAFETY – FIRE DRILLS and SCHOOL LOCKDOWNS
--

IFC

STATEMENT OF POLICY

The Greater Saskatoon Catholic Board of Education believes safety of students must be of prime concern to all staff.

AUTHORITY

The Education Act, Section 85(w), 1995

POLICY

1. All staff, and principals in particular, are charged with the responsibility:
 - a) To periodically inspect the school facility and grounds to determine possible fire hazards. If any fire hazards are noted, they are to be reported immediately to the Superintendent of Administrative Services.
 - b) Cooperate fully with the Saskatoon Fire Department.
2. The principal, within the first few days of school opening, shall develop a detailed fire drill plan appropriate for the school.

REGULATIONS AND PROCEDURES

1. Their principal shall ensure that all staff members are fully informed of their respective duties under the approved plan for fire drill.
2. The school plan for fire drills shall be posted conspicuously in as many convenient places as possible.
3. These instructions should be reviewed with the students periodically during the school year.
4. Six fire drills must be held during the school year. Three drills must be held before January 31 with the first one being conducted in the first five days after school opens for the fall term. After January 31, the remaining three drills are to

be conducted at times most convenient to the school. A record of all fire drills must be kept by the principal.

5. All persons in the school shall participate in fire drills.
6. Teachers must take their classroom register with them when their classes are being evacuated.
7. During September of each school year, principals are expected to make arrangements for the accommodation of students should the school have to be evacuated during inclement weather. Neighbouring schools, churches and other similar buildings are recommended as being suitable for this purpose.

DATE APPROVED: June 28, 1982

DATE EFFECTIVE: June 28, 1982

**AMENDED: June 8, 1994
 August 2016**