

Tornado Drill Procedure

1. The alarm for "tornado alert" is a page over the intercom system.
2. When this page is made, do not panic as there is usually a 30-45 minute advance notice of an approaching storm.
3. Quickly and quietly, take your class to the designated shelter area. If children are in a special class, that teacher will take the group to their designated area.
4. All children must be accounted for before the class goes to their shelter area and upon arrival.
5. Children should know that if a storm is reported to be approaching, they should sit on the floor, face the wall and place their hands on their heads.
6. The importance of children remaining quiet throughout this procedure cannot be over-emphasized as we must have their undivided attention so they can hear whatever directions to follow for the safety and well-being of all concerned.
7. The all clear . . . another page . . . will then be given that the danger has passed and the regular class schedule can again be resumed

Teachers should check their designated shelter area to familiarize themselves with the location and such. Also, you should take your class for a walk to the area so they too, will know.

Tornado Drill Procedure

Room #	Staff Name	Report to #	Staff Name
206	L. Thomas	108	C. Davis
207	C. Ludwick	108	C. Davis
303	D. Hubbard	107	M. Lowin
305	M. DuBay	105	K. Kjerrumgaard
307	C. Szpara	105	K. Kjerrumgaard
202	A. Kallenbach	107	M. Lowin
309	N. Griffie	112	C. Warren (Band Rm)
311	D. Sciatto	112	C. Warren (Band Rm)
315	T. Perkins	112	C. Warren (Band Rm)
Sci Lab	S. Graves	112	C. Warren (Band Rm)
200	E. Petrucci	112	C. Warren (Band Rm)
308	C. Hutchins / W. Harrison	109	S. Bradley
319	E. White	109	S. Bradley
101	J. Davis	102	T. Romley
103	A. Hackett	Remain in 103	
110	S. Thebert	Remain in 110	
3rd Floor	All East Wing 8th Grade Classes	L.L. Chapel Hallway	
344	S. Lett / S. Nimene	L.L. Chapel Hallway	
348	Spanish Room	L.L. Chapel Hallway	
302	T. Bennett / D. Schultz	L.L. Chapel Hallway	
201	M. Beaulieu	Girls Locker Room	
Gym	R. Hull	Girls Locker Room	
323	L. Ramachandran	Girls Locker Room	
321	K. Nether	Boys Locker Room	
310	A. Austin	Boys Locker Room	
Kitchen	Food Service Staff	Boys Locker Room	
3rd Floor	H.S. Main Office Staff	L.L. Main Office	
317	D. Albert	L.L. Main Office	
203	R. Hayward / R. Short	L.L. Main Office	
Lobby	Receptionist	L.L. Main Office	