

## EMERGENCY DRILLS

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Under the direction of and in consultation with the designated District Safety Officer, it is the responsibility of each building principal to ensure that his/her school schedules and conducts an appropriate number of (1) fire drills; (2) tornado and other hazard drills; and (3) school safety incident response drills, in accordance with state law requirements and the District's school safety plan.

The District Safety Officer and each building principal are jointly responsible for ensuring that:

1. A record of each such drill is maintained for at least seven (7) years;
2. An annual report of the school's fire, tornado/other hazard, and safety response drills is provided to the fire department serving the school, using a form furnished by the Wisconsin Department of Safety and Professional Services; and
3. Within 30 days of each drill of students in the proper response to a school violence event, a brief written evaluation of the drill is prepared and submitted to the School Board for review.

### Legal References:

#### Wisconsin Statutes

[Section 118.07\(2\)](#) [general emergency drill requirements]

[Section 118.07\(4\)\(cp\)](#) [drills in the proper response to a school violence event; evaluation and school board review required]

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