

Fire Drills

In the event of a fire/fire alarm at Trinity Junior High and High School, the following takes place:

IMMEDIATE EVACUATION

T Each room follows its directed channel of exit.

T All faculty/support staff are responsible for ensuring the following:

- a. Close windows and doors
- b. Turn off lights
- c. Quickly lead students out of the building
- d. Proceed to the designated exit or nearest alternate exit, if needed.

T Administration will make sure that interior doors are closed after rooms are checked and found to be clear.

T All staff and students will remain outside until Administration clears school for entrance.

Tornado Drills

In the event of a tornado/tornado alarm at Trinity Junior High and High School, the following takes place:

SAFE SHELTER

T Floor 1: All faculty/support staff usher students to Music Room.

Floor 2: All faculty/support staff usher students down nearest stairwell, proceed to Boys Locker Room. Male staff member signals locker room is safe for entry.

Floor 3: All faculty/support staff usher students down nearest stairwell, proceed to Girls Locker Room. Female staff member signals locker room is safe for entry.

T Administration signals to all (3) drill areas when danger dismisses:

[Music Room] [Boys Locker Room] [Girls Locker]

Emergency Drills

In the event of an active shooter at Trinity Junior High and High School, the following takes place:

Alert **L**ockdown **I**nform **C**ounter **E**vacuate