



Five Minutes to ***Fire Safety***

Topic: Fire Drills and Frequently Asked Questions

This edition will look at some of the special cases that occur with fire drills, and some of the frequent questions that arise.

Our school has a half-day preschool – one session meets in the morning and a second session with different children meets in the afternoon. What do we need to do for fire drills?

A fire drill needs to be held for each session of the preschool. Each month, one session will do a drill with the rest of the school. The session that missed the drill will simply have another, separate drill. The fire alarm system does not need to be initiated for this smaller drill; however, separate records for each session of the preschool do need to be kept.

Our school schedule begins the last week of August. Do we still need to do a drill during that month?

Yes. Each calendar month that your school is in session needs to have a documented fire drill. After all, what better way to get your students familiar with the building and how to get out than to do a fire drill as soon as school starts?

I'm an administrator at a high school that has several buildings. Does each building have to have a separate fire drill record? If so, can't I just use the total school attendance number for each building?

You're right – each building must have its own fire drill record. The idea behind counting the number of participants and keeping a record of this isn't to see how many people attended school that day, but rather to see how many people successfully evacuated that building during the fire drill. Your fire drill record should record only the number of people within that specific building.

Kansas State Fire Marshal
700 SW Jackson, Suite 600
Topeka, KS 66603-3714
Phone: 785-296-3401
Fax: 785-296-0151

If you have any questions you'd like to have answered in "5 Minutes to Fire Safety," email Kenya Patzer at patzerk@ksfm.state.ks.us. Please put "FAQ" in the subject heading.

To access this and previous topics online, visit us at www.accesskansas.org/firemarshal.

