



TORNADO DRILL PROCEDURES

When a tornado warning is issued for your area, the following procedures should be followed:

1. Move away from windows and glass doorways.
2. Go to the innermost part of the building on the lowest possible floor.
3. Close all windows to classrooms, and turn off all lights when exiting the room. Close the door behind you.
4. Bring your Gran-N-Go bag.
5. Assist children with specials needs.
6. Move away from materials and furniture that could fall on you.
7. Account for all of the children and staff by taking attendance.
8. Use the head tuck position to protect from flying objects .
9. Talk with children and offer reassurance.
- 10.If caught outside a building, lie flat on the ground, face down, preferably in a ditch or depression.
- 11.Large rooms with free span roofs such as gymnasiums, cafeterias and auditoriums should be avoided.
- 12.Teachers with a classroom adjacent to a restroom should appoint a student to check the restrooms at the beginning of an evacuation.
- 13.If there is no place at all to move to except the classroom, a desk can serve as cover.

