



Emergency Evacuation Drill Report

A record of all fire exit drills shall be kept on the premises for three years. The following minimum information is required per the International Fire Code: 405.5:

Date of Drill: 11.20.20 Time: 8:59 am

Facility/Address:

Windsor Hill Arts Infused Elementary School
8600 William Moultrie Drive
North Charleston, SC 29420

Person conducting drill: Jennifer Bates

Weather Condition: Sunny Cloudy Raining Windy Calm
 Temperature 60

Fire Department notified: Yes No

If so, how? Telephone Fire Alarm System

Number of occupants evacuated: _____

If a school, the following number were evacuated: 186 Students 102 Faculty/Staff

Were all rooms searched by staff members to insure evacuation of all? Yes No

Did everyone gather at designated meeting place? Yes No

Any special conditions simulated (i.e. blocked exits)? Yes No

A different fire alarm "pull station" was tested for this drill (recommended): Yes No

Total amount of time to evacuate: 3 minutes

Remarks: (special conditions, problems encountered, etc.):

We were on Hybrid A schedule due to Covid-19;. One fire door did not close. We have put a work order in for it to be fixed