

Tobin K-8 School, SY'2020-2021

Educators Bring Class Rosters on Drills



Note, in compliance with CDC guidelines, educators and staff will monitor and provide feedback if/as necessary to ensure a safe physical distance between students during Fire Drills.

1. **Exit Stairwell on Field side of school** by rooms 001, 101, 201
 - A. Educators lead *001, *002, 101, 102, 103, 201, 202, 203, and 207 classes onto sidewalk; **turn left** on Smith Street sidewalk and transition toward Alphonsus street. Educators file students to the end of the playground fence near first base/bleachers, *enter Tobin field and physically distance. **Single, silent filing.**
2. **Exit Stairwell on Walker side of school** by rooms 005, 105, 205
 - A. Educators lead 003, *004, 005, *006, 007 classes onto sidewalk; **turn left** on Smith Street sidewalk and physically distance in front of Tobin K-8 School and *outdoor classroom. **Single, silent filing.**
 - B. Educators lead 104, 105, 106, 107, 204, 205, 206 classes onto sidewalk; **turn right** on Smith Street sidewalk and physically distance on sidewalk toward Parker Street. **Single, silent filing.**
3. **Exit Cafeteria Door:**
 - A. Educators and *paraprofessionals lead 210 (computer lab), *211, 212A/B classes to downstairs and outside café doors to upper playground grassy knoll slope area. **Single, silent filing.**
 - B. Educators lead 208, 209 classes, SEL Service Staff/Students and Parents in 215 (SESS office) downstairs and outside café doors to upper playground Swing Set area. **Single, silent filing.**
 - C. Educators lead SWD classes outside café doors to upper playground Swing Set area. **Silent filing.**
4. **Exit Main Entrance Door:**
 - A. **Room 108** – Educators and paraprofessionals lead students from 108 through main entrance door, cross driveway and enter Tobin field through center gate entrance. **Single, silent filing.**
 - B. **Nurse Annex** – Nurse lead students from Nurse Annex through main entrance door, cross driveway and enter Tobin field through center gate entrance. **Single, silent filing.**
5. **Exit Internal Classroom Door to Parking lot:**
 - A. **Room 109** – Educators and paraprofessionals lead students from 109 to exit building through the internal classroom door directly onto parking lot slope. Educators lead students to upper playground area stone wall. **Single, silent filing.**
6. **If/when Cafeteria is in use: Single, silent filing.**
 - A. Educators/staff (lunch mothers) transition first two rows of students at tables near exit door, thru parking lot towards upper playground.
 - B. Educators/staff (lunch mothers) transition remaining student tables out rear exit cafeteria door, single file to lower yard and then proceed to Smith Street
 - C. Educators in three café satellite offices will exit through rear cafeteria door to lower yard and then proceed to Smith Street.
7. **When Auditorium is in use: Single, silent filing.**
 - A. Educators will lead students from Right Rows (hallway side) to use door at front of auditorium (closest to cafeteria area), out front door and physically distance to the Tobin field.
 - B. Educators will lead students from Middle rows to use double doors at rear of auditorium, file on right side out front main entrance door and physically distance to the Tobin field.
 - C. Educators will lead students from Left Rows (brick side) to file out Fire Exit to schoolyard and proceed to sidewalk on Smith Street.

BPS/Tobin K-8 Fire Safety PD/Plan:

1. BPS Fire Safety and Emergency Management Circulars

- [BPS Fire Drill: Supt. Circular FSE-2](#)
- [BPS Safe Mode Supt. Circular FSE-8](#)

Share/Speak to:

- a. [Training Slide 1 \(Fire Drill Summary\)](#)
- b. [Training Slide 2 \(Fire Drill/Safe Mode Summary\)](#)

2. Fire Drill Schedule, based on Phase-in Enrollment (DRAFT)

We will identify and announce Fire Drill Practice dates based on the BPS Phase-in Schedule for different cohorts:

Students with highest needs start in Hybrid

- Phase 2: October 1st (Thursday)

Fire Drill October 2, 2020

Grade K0, K1, K2

- Phase 3: October 15th (Cohort B (Th/Fri))

Fire Drill October 23, 2020

- Phase 3: October 19th (Cohort A (Mon/Tues))

Fire Drill October 27, 2020

Grade 1, 2, 3

- Phase 3: October 22nd (Cohort B (Th/Fri))

Fire Drill October 30, 2020

- Phase 3: October 26th (Cohort A (Mon/Tues))

Fire Drill November 3, 2020

Grade 4, 5, 6, 7, 8

- Phase 4: November 5th (Cohort B (Th/Fri))

Fire Drill November 13, 2020

- Phase 4: November 9th (Cohort A (Mon/Tues))

Fire Drill November 17, 2020

3. Fire Drill Procedures and Exit/Entry Strategy:

- Teachers will use printed Homeroom Rosters by Cohort A/B to take attendance and account for students outside during Fire Drill.
- Teachers and staff will follow designated [Tobin K-8 Fire Drill Exit Routes](#) by HR/Class Space
- Teachers, Staff will transition students during Fire Drills using up and down stairs in a safe and orderly manner.
- Teachers will ensure a safe physical distance between students during transitions to and from Fire Drill
- Teachers will report to designated outside space/perimeter and supervise students during Fire Drills.
- Teachers will monitor and provide feedback for students if/as necessary to ensure a safe physical distance between students.
- Teachers will transition students back into the school and to class spaces when signaled by a member of the Administrative staff.