













# Oklahoma City Public Schools DRILL SCHEDULE 2024 - 2025

1. Notify OKCPS Dispatch when conducting a drill: 405-587-7233
2. Report all drills to the Oklahoma School Security Institute per OSDE: [OSSSI Drill Reporting](#)

## Standard Response Protocol Training Video

	Drill Type	Requirement	Date Completed	Date Reported
<b>August</b>	<b>FALL SEMESTER 2024</b>			
	Evacuation/Fire Drill #1	Within the first 10 school days of each semester (August 13 – August 26)		
	Security Drill #1 (Lockdown)	Within the first 15 school days (August 13 – August 30)		
	Security Drill #2 (Secure)	Different time of day than the previous security drill during the month of August		
<b>September</b>				
	Shelter/Tornado Drill #1	During the month of September		
<b>October</b>	<b>Fire Safety Awareness Month</b>			
	Evacuation/Fire Drill #2	Two per semester according to OKC Fire Marshall - #2 must be completed in October		
	Earthquake or Bomb Threat	Additional drill based on frequent hazard/threat during the month of October		
<b>November</b>				
	Hold	Additional drill based on hazards the month of November		
<b>January</b>	<b>SPRING SEMESTER 2025</b>			
	Evacuation/Fire Drill #3	Within the first 10 school days of each semester (January 7 – January 21)		
	Security Drill #3 (Lockdown)	Within the first 15 school days of each semester (January 3 – January 28)		
	Security Drill #4 (Secure)	Different time of day than the previous security drill during the month of January		
<b>February</b>				
	Evacuation/Fire Drill #4	Two per semester according to OKC Fire Marshall - #4 must be completed in February		
<b>March</b>				
	Shelter/Tornado Drill #2	During the month of March		



### **Evacuation/Fire Drill**

An evacuation of all facility/building/school occupants to a designated outside assembly area. A complete accountability of all occupants will be conducted.



### **Shelter/Tornado Drill**

The relocation of all facility/building/school occupants to a designated inside best available area of refuge. A complete accountability of all occupants will be conducted. (earthquake, hazmat, severe weather)



### **SECURE**

“Get Inside, Lock Outside Doors” Secure is called when a threat or hazard exists outside the school building. A complete accountability of all occupants will be conducted.



### **LOCKDOWN**

“Locks, Lights, Out of Sight” Lockdown is called when there is a threat or hazard inside the school building. A complete accountability of all occupants will be conducted.



### **HOLD**

“Hold in Your Classroom” “Clear the Halls” Remain in your classroom until further instructions are given.

#### **For assistance contact OKCPS Emergency Manager:**

Brandi Farris

(O) 405-587-1080

(C) 817-230-7510

[bnfarris@okcps.org](mailto:bnfarris@okcps.org)

**\*Use input from the School's Safety Committee to determine drills that are pertinent to your specific area. This will serve as documentation that you have done everything possible to keep your students, teachers, and staff safe should anything happen. Each drill should be done as a stand-alone drill. Multiple drills should NOT be conducted during the same time frame.**

#### **In Accordance:**

“I Love U Guys” Foundation: Standard Response Protocols: <http://iloveguys.org/>

Oklahoma City Public Schools Emergency Operations Plan

International Fire Code

Oklahoma Statutes Title 63: Section 681 (§63-681. School buildings)

Oklahoma Statutes Title 70: Section 5 (§70-5-148. Security drills)

Oklahoma Statutes Title 70: Section 5 (§70-5-149. School safety drills)