



Ohio Department of Commerce

Division of State Fire Marshal

Code Enforcement

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Ted Strickland
Governor

Kimberly A. Zurz
Director

TORNADO DRILL INSTRUCTIONS

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

RECORD OF ALL TORNADO DRILLS

MONTH	DATE	HOUR	TIME	NO. EVAC.	WEATHER	MONTH	DATE	HOUR	TIME	NO. EVAC.	WEATHER
AUGUST						FEBRUARY					
SEPTEMBER						MARCH					
OCTOBER						APRIL					
NOVEMBER						MAY					
DECEMBER						JUNE					
JANUARY						JULY					

****R.C. 3737.73 Fire drills and tornado drills; Educational occupancies****

(A) No principal or person in charge of a public or private school or educational institution having an average daily attendance of twenty or more pupils, and no person in charge of any children's home or orphanage housing twenty or more minor persons, shall willfully neglect to instruct and train such children by means of drills or rapid dismissals, so that such children in a sudden emergency may leave the building in the shortest possible time without confusion. The principal or person in charge of a school or educational institution shall conduct drills or rapid dismissals at least nine times during the school year, which shall be at the times and frequency prescribed in rules adopted by the fire marshal. However, no drill or rapid dismissal under this division need be conducted in any month that a school safety drill required under division (D) of this section is conducted as long as a total of nine drills or rapid dismissals under this division are conducted in the school year. The principal or person in charge of a children's home or orphanage shall conduct drills or rapid dismissals at least once each month while the home is in operation. In the case of schools, no principal or person in charge of a school shall willfully neglect to keep the doors and exits of such building unlocked during school hours. The fire marshal may order the immediate installation of necessary fire gongs or signals in such schools, institutions, or children's homes and enforce this division and divisions (B) and (C)(3) of this section.

(B) In conjunction with the drills or rapid dismissals required by division (A) of this section, principals or persons in charge of public or private primary and secondary schools, or educational institutions, shall instruct pupils in safety precautions to be taken in case of a tornado alert or warning. Such principals or persons in charge of such schools or institutions shall designate, in accordance with standards

prescribed by the fire marshal, appropriate locations to be used to shelter pupils in case of a tornado, tornado alert, or warning.

(C)(1) The fire marshal or the fire marshal's designee shall annually inspect each school, institution, home, or orphanage subject to division (A) of this section to determine compliance with that division, and each school or institution subject to division (B) of this section to ascertain whether the locations comply with the prescribed standards prescribed under that division. Nothing in this section shall require a school or institution to construct or improve a facility or location for use as a shelter area.

(2) The fire marshal or the fire marshal's designee shall issue a warning to any person found in violation of division (A) or (B) of this section. The warning shall indicate the specific violation and a date by which such violation shall be corrected. No

(3) No person shall fail to correct violations by the date indicated on a warning issued under division (C)(2) of this section.

(D) School Safety Drills. *For the full text of this section, please review the appropriate publication of the Ohio Revised Code or consult your legal counsel*

****R.C. 3737.99 Penalties for violations****

(F) (F) Whoever violates division (C)(3) or (D)(5) of section 3737.73 of the Revised Code shall be fined one thousand dollars. **Effective 9/28/06**

****1301:7-7-04 Emergency planning and preparedness****

(I) Section 409 Tornado shelters in schools

409.1 Pursuant to section 3737.73 of the Revised Code, principals or persons in charge of public or private primary and secondary schools or educational institutions having an average daily attendance of fifty or more pupils shall designate appropriate locations in their respective facilities to be used to shelter pupils in case of a tornado,

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tornado alert, or tornado warning. The designation of such locations shall be in accordance with the standards prescribed by the fire marshal, as set forth herein. However, nothing in these rules shall be construed as requiring a school or institution to construct or improve a facility or area thereof for use as a tornado shelter, or to install a tornado alarm system.

409.2 Specific safety requirement.

(a) The fire alarm system shall not be used to alert building occupants of a tornado, tornado alert, or tornado warning.

(b) The principal or person in charge of the school shall submit a clear, comprehensive, detailed, and legible drawing to the local fire official, showing the building floor plan(s) and designated tornado shelter area(s). Each room or area shown on the plan shall be clearly indicated as to its particular use.

(c) The drawing required by paragraph (I)(2)(b)(409.2) of this rule, shall be submitted to the local fire official for his information. A copy shall be maintained in the office of each school, for examination by the fire marshal or local fire official.

(d) Tornado drills shall be conducted at least once a month whenever school is in session during the tornado season. For the purpose of this rule, "tornado season" is the period from the first day of April to the last day of July. A record of such drills shall be maintained in the office of each school for examination by the fire official.

(e) The occupants of modular classroom facilities shall be moved out of such facilities and to the designated tornado shelter area(s) in the event of a tornado, tornado alert, or tornado warning.

(f) Each local fire official conducting the annual inspection of each school or institution shall be designated pursuant to section 3737.73 (C) of the Revised Code to verify compliance with the tornado safety provisions of this rule.

Effective 9/1/05