

Kansas Administrative Regulations

State Fire Marshal

Article 18.—Educational Occupancies

22-18-2. Fire drills, tornado drills, and crisis drills in public and private educational institutions.

(a) Each administrator of a public or private educational institution, except a community college, college, or university, shall conduct at least four fire drills each school year. Each fire drill shall be conducted during school hours at a time other than the regular dismissal time at the close of the day's session. Each fire drill shall be unannounced and shall be conducted by the use of the regular fire alarm system. Each fire drill shall include all floors, wings, and sections of each building. Each person shall vacate the building they are occupying during the fire drill, and teachers and administrators shall accompany their pupils from the buildings and account for each pupil within their authority. Each administrator of a public or private educational institution or a school district shall ensure that the fire drills are conducted and that accurate records of the drills are kept on forms provided by the state fire marshal and posted in a conspicuous location.

(b) Each administrator of a public or private educational institution, except a community college, college, or university, shall conduct at least two tornado drills during each school year. Each tornado drill shall be conducted during school hours at a time other than the regular dismissal time at the close of the day's session. Each tornado drill shall be unannounced and shall be conducted using a means of alerting that is different from the fire alarm and crisis alarm. Each tornado drill shall include all floors, wings, and sections of each building, and each person in the building shall take refuge in a designated tornado safety area. An administrator shall determine the areas to be used for tornado refuge and shall work with the local emergency management coordinator or emergency manager, in locales where one is available, to establish tornado safety procedures. Each superintendent of a public or private educational institution or a school district shall ensure that the tornado drills are conducted and that accurate

records of the drills are kept on forms provided by the state fire marshal and posted in a conspicuous location.

(c) Each administrator of a public or private school, except a community college, college, or university, shall conduct at least three crisis drills during each school year. Each crisis drill shall be conducted during school hours at a time other than the regular dismissal time at the close of the day's session. Each crisis drill shall be unannounced and shall be conducted using a means of alerting that is different from the fire and tornado alarms. Each crisis drill shall include all floors, wings, and sections of the building.

(d) Upon written request from an administrator pursuant to K.S.A. 31-136 and amendments thereto, a variance in the number or manner of drills conducted pursuant to this regulation may be granted by the state fire marshal for students receiving special education or related services at that school.

(Authorized by and implementing K.S.A. 31-133; effective May 1, 1979; amended March 29, 2024.)

***** Authenticated Kansas Administrative Regulation *****