



Office of Commissioner of
Insurance and Safety Fire
Protect | Enforce | Educate | Inform

School Fire Drill Guidelines

2023-2024 School Year

Based upon the provisions and charge of Code Section 25-2-31 of the official Code of Georgia, the State Fire Marshal's Office is charged with the responsibility to carry on a statewide program of fire prevention education in the schools of this state and to establish fire drills therein.

International Fire Code under Section 404.2 requires an approved Fire Safety and Evacuation Plan, shall be prepared and maintained for educational occupancies and buildings. Fire evacuation drills must be conducted monthly with all occupants participating. Reporting of all drills must be submitted electronically to the Office of the Safety Fire Commissioner.

Drills Required

1. Within the first 10 days of school a fire drill must be completed.
2. Within the first 30 days of school a second fire drill must be completed.
3. A fire drill must be completed every month school is in session.
4. During the months of February and November, fire drills can be substituted for a severe weather drill or intruder alert drill.
5. During the month of September, the fire drill can be substituted for an intruder alert drill. For more information, contact your GEMA Homeland Security Regional Contact. (More information attached)

2023-2024 School Year Emergency Drill Schedule

1. First 10 Days
 - a. Fire Drill
2. First 30 Days
 - a. 2nd Fire Drill
3. September
 - a. Intruder Alert Drill
4. October
 - a. Fire Prevention Week October 8-14, 2023
 - b. Statewide Fire Drill October 11 @ 9:00 AM
 - c. Statewide Makeup Fire Drill October 18 @ 9:00 AM
5. November
 - a. Severe Weather Awareness
 - b. Tentatively - Severe Weather Drill November 8, @ 9:00 AM
 - c. Tentatively - Severe Weather Drill Makeup November 15 @ 9:00 AM
6. December
 - a. Fire Drill
7. January
 - a. Fire Drill
8. February
 - a. Severe Weather Week
 - b. Tentatively - Severe Weather Drill February 7 @ 9:00 AM
 - c. Tentatively - Severe Weather Drill February 14 @ 9:00 AM
9. March
 - a. Fire Drill
10. April
 - a. Fire Drill
11. May
 - a. Fire Drill
12. If you summer school and students in the building always continue with fire drills.