Appendix 2

Earthquake Drill

Inside – In Class:

- **"Drop, Cover and Hold on"**
    - DROP to the ground
    - TAKE COVER under a sturdy table or other piece of furniture. Kneel and bend your head close to your knees.
    - HOLD ON to the table leg or desk (a few inches above the ground to avoid pinching fingers). Cover your eyes with your other hand. If your "shelter" moves, move with it.
    - Do not get between a piece of furniture and a solid wall; shelter on the side away from the wall or under it.
- FACE AWAY from windows
- If you don't have a shelter to hang on to, drop and cover with your hands linked on the back of your neck, and cover the side of your head with your arms to protect your neck, head and face.
- Remain in place until the shaking stops. COUNT ALOUD to 60 – earthquakes rarely last longer than 60 seconds and counting is calming.

Inside – Other areas within the building:

- Move away from windows, shelves and heavy objects that may fall
- Take cover under a table or desk or in a corner
- In halls, stairways and other areas where no cover is available, move to an interior wall; kneel with back to wall; place head close to knees; clasp hands behind neck; and cover side of head with arms
- In the library, move away from where books and bookshelves may fall and take cover
- Stay inside – usually the most dangerous place is just outside where building debris may fall; exit only after the shaking has stopped

Outdoors:

- Move to an open space away from buildings, fences, trees, tall playground equipment, lights and overhead power lines. Kneel or sit on the ground and cover your head and face with your hands. Once in the open, stay there until the shaking stops.

Don't:

- Don't try to take cover in a doorway during an earthquake. The door may slam on you.
- Do not run outside during the shaking or use the stairways or elevators. Many people are killed just outside of buildings by falling bricks and other debris.
- Do not try to use your telephone for the first 90 minutes after an earthquake, except for serious medical or fire emergency, or if victims are trapped. You could tie up the lines needed for emergency response.

Revised: May 2026