

GREENSBURG ALLIANCE CHURCH
FIRE DRILL & EMERGENCY EVACUATION PLAN

June 2, 2026

In the event of an emergency situation, such as a fire, this plan has been developed to provide a procedure that will be safe, seamless, and easy to follow to allow for the egress of all those who are in the church building at that time.

I. Adult & Youth Ministries

a. Sanctuary

- i. Pastoral Staff, Welcome Team, and Safety Team will evacuate the Sanctuary by dismissing everyone in the following manner.
 1. Far right and middle right pew sections (Rt. 136 side) will be directed to exit through the metal double doors in the back corner of the sanctuary.
 2. Middle left pew section will be directed to exit through the right rear lobby doors and exit the building through the Route 136 glass double doors.
 3. Far left pew section (parking lot side) will be directed to exit through the left rear lobby doors and exit the building through the parking lot glass double doors.
- ii. After exiting the building, all those along Route 136 will follow the sidewalk through the grass beyond the side parking area to the grass on the opposite side of the basketball hoops. Those who have exited toward the main parking area will immediately turn right and go through the grass and across the side parking area to the grass on the opposite side of the basketball hoops.
- iii. Someone from Pastoral Staff, Welcome Team, and/or Safety Team will verify that the Sanctuary area has been fully vacated.

b. Lobby to Fellowship Entry Doors

i. Representatives from Pastoral Staff, Welcome Team, and Safety Team will evacuate each area and room.

1. Those in the Lobby, Nook, Family Room, and Prayer Room will be directed to exit through the parking lot glass double doors and will immediately turn right and go through the grass and across the side parking area to the grass on the opposite side of the basketball hoops.
2. Those in the Restrooms, Library, Classrooms, and Mother's Nursing Room will be directed to exit through the Fellowship Hall entrance door.
3. Those in the Youth Room, Fellowship Hall, and Kitchen will exit through the Fellowship Hall entrance door. (The Children's Ministry's gatekeeper will remain and help with the exiting of children workers as outlined below.)

ii. After exiting the building, those from each of these areas will immediately turn right and go through the grass and across the side parking area to the grass on the opposite side of the basketball hoops.

iii. Someone from Pastoral Staff, Welcome Team, or Safety Team will verify that all rooms/areas from the Lobby to the Fellowship Hall entrance doors have been fully vacated.

c. Those in the Adult Staging Area outside along the basketball hoops (Sanctuary to Fellowship Entry Doors inside) will remain in that area until it has been announced to allow parents/families to reunite with their children at the Children's Ministry staging area or returning to their vehicles is available and safe.

II. Children's Ministries

- a. The Children's Ministries Director, Children's Ministries Coordinator, and a Safety Team member will help evacuate children from the Children's Ministries area.

- b. Each teacher shall be responsible to evacuate their class in the following manner:
 - i. Upon announcement of an emergency evacuation, teachers will line up their students in a single file line.
 - ii. Each teacher will grab their attendance sheet clipboard and make sure each of their students is accounted using the attendance clipboard.
 - iii. The teacher and students will, in a safe and orderly manner, exit the building using the primary evacuation route posted on the Emergency Route map by the classroom door. If the hallways are not available due to unsafe conditions, the secondary Route should be used.
 - iv. Upon exiting the building, each teacher shall walk their students to the grass on the far side of the side parking area which is by the church offices.
 - v. After reaching the designated staging area, each teacher shall once again make sure each of their students is accounted for with their attendance clipboard.
 - vi. Teachers will not leave their students.
- c. The Children's Ministries Director, Children's Ministries Coordinator, and/or a Safety Team member will verify that all rooms in the Children's Ministry area have been fully vacated. They will then also exit the building.
- d. The Children's Ministries Director and Children's Ministries Coordinator will go to the Children's Ministries staging area and verify with each teacher that all students and workers are accounted for and remain with them.
- e. The Children's Ministries Director will communicate to someone from Pastoral Staff or Safety Team that everyone is accounted for.
- f. A Pastoral Staff or Safety Team member will remain at the Children's Ministry staging area to help keep the groups safe and calm.
- g. Once the church building is confirmed to be completely vacated reunification of parents and children can occur.

- i. The parents and family of a child shall be allowed to walk through the grass facing Route 136 to the Children's Ministry staging area.
- ii. Children shall be reunited with their parent/family just as they normally would after church on a Sunday morning, i.e. using the Child Check-In labels and matching the parent's/guardian's label with the label on the child.
- iii. Reunited families will remain in the grass next to the Children's Ministry staging area until returning to vehicles has been announced as available and safe to do so.