



## ST. FRANCIS XAVIER SCHOOL

(A unit of St. Francis Xavier Education Society, Regd. No.: SO052939)

AFFILIATED TO THE COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS, NEW DELHI

CISCE SCHOOL CODE : WB - 127

Ref : 25-26/OP/240

Dated : 18/11/2025

### NOTICE TEACHERS OF CLASSES I TO XII FIRE SAFETY AND EVACUATION DRILL

Teachers of classes I to XII are hereby informed that a fire safety and evacuation drill will be held on **21<sup>st</sup> November'2025** as per the schedule :

| CLASS                          | MOCK DRILL TIMING |
|--------------------------------|-------------------|
| CLASSES I TO V AND<br>XI & XII | 11:30 AM          |
| CLASSES VI TO XII              | 12:30 PM          |

- ❖ Bus students of classes VI to X will be trained to alight and that of classes I to V will be trained to board the buses as per the drill instructors.
- ❖ Subject teachers of classes VI to X will stay near the main gate by 11:20 am.
- ❖ Classes on 4<sup>th</sup> and 2<sup>nd</sup> floor should come down from front staircases and the Classes on 3<sup>rd</sup> and 1<sup>st</sup> floor will exit from rear staircases. Absolute discipline is to be maintained.
- ❖ Students will come down slowly maintaining one arm distance in a single line.

PRINCIPAL (O)

Regd. Off. : P-188, CIT Scheme IV M, Suren Sarkar Road, Kolkata-700010

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