

School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

- Fire Drill (5 required)(3 by 12/1)
- Tornado Drill (2 required)(1 in March)
- Shelter in Place (1 required)
- Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)
- Cardiac Drill (1 required)

- Standard
- Class Change
- Recess
- Lunch

Name of Reporting School: Administration-Child Care
Community Svcs, River Valley

Date of Drill: 9-30-14 Time Drill was held: 10:45 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2 min. 25 sec.

Total Participants: 112 Remarks: Comm. Svcs classes in
preschoolers mini lab and cafeteria
~~plus staff~~

This report is for Emergency Drill

Fire# <u>2</u>	out of 5 for school year 20 <u>14</u> /20 <u>15</u>
Tornado# <u> </u>	out of 2 for school year 20 <u> </u> /20 <u> </u>
Shelter IP# <u> </u>	out of 1 for school year 20 <u> </u> /20 <u> </u>
Lockdown# <u> </u>	out of 2 for school year 20 <u> </u> /20 <u> </u>
Cardiac# <u> </u>	out of 1 for school year 20 <u> </u> /20 <u> </u>

Name of person conducting drill: Jane Downs

Title of person conducting drill: Child Care Director

Signature of person conducting drill: Jane Downs

Fire (fire chief or designee) present
Name and Title: _____

**MUST RETURN TO SECURITY OFFICE WITHIN 24 HOURS OF DRILL
FAX NUMBER 866-7112**