School Emergency Drills
Documentation Form

— gym doors
— overhead doors
— Slater
— work room
— M. Fowle (green card)

Type of Drill:		Time of Drill:	
____	Fire Drill (5 required)(3 by 12/1)	X	Standard
____	Tornado Drill (2 required – 1 in March)	____	Class Change
____	Shelter in Place (2 required)	____	Recess
X	Lock Down (2 required 1 prior to Dec 1)	____	Lunch

Name of Reporting School: Crestwood Elementary

Date of Drill: 11/4/14 Time Drill was held: 2:15 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 3 min. 44 seconds

Total Participants: All Remarks: All students and staff

This report is for Emergency Drill Fire#____ out of 5 for school year____

Tornado#____ out of 2 for school year____

Shelter IP#____ out of 2 for school ____

Lockdown# 1 out of 2 for school 2014-15

Name of person conducting drill: Nicole Peterson Reeves

Title of person conducting drill: Principal

Signature of person conducting drill: Nicole R Peterson Reeves

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

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