

**School Emergency Drills
Documentation Form**

Type of Drill:

Time of Drill:

<u>X</u>	Fire Drill (5 required)(3 by 12/1)	<u>X</u>	Standard
_____	Tornado Drill (2 required – 1 in March)	_____	Class Change
_____	Shelter in Place (2 required)	_____	Recess
_____	Lock Down (2 required 1 prior to Dec 1)	_____	Lunch

Name of Reporting School: Crestwood Elementary

Date of Drill: 10.20.15 Time Drill was held: 11:15 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 min. 36 sec.

Total Participants: 466 Remarks: All students DK-5
plus staff

This report is for Emergency Drill

Fire# <u>3</u>	out of 5 for school year <u>2015-16</u>
Tornado# _____	out of 2 for school year _____
Shelter IP# _____	out of 2 for school _____
Lockdown# _____	out of 2 for school _____

Name of person conducting drill: Nicole Peterson Reeves

Title of person conducting drill: Principal

Signature of person conducting drill: Nicole 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**