

# School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

Fire Drill (5 required) (3 by 12/1)

X

Standard

X Tornado Drill (2 required) (1 in March)

Class Change

Shelter in Place (1 required)

Recess

Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)

Lunch

Cardiac Drill (1 required)

Name of Reporting School: Rockford Freshman Center

Date of Drill: 10/20/14

Time Drill was held: 9:05 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 9:05-9:09

Total Participants: 650 Remarks: \_\_\_\_\_

This report is for Emergency Drill Fire# \_\_\_\_\_ out of 5 for school year 20\_\_/20\_\_

Tornado# 1 out of 2 for school year 2014/2015

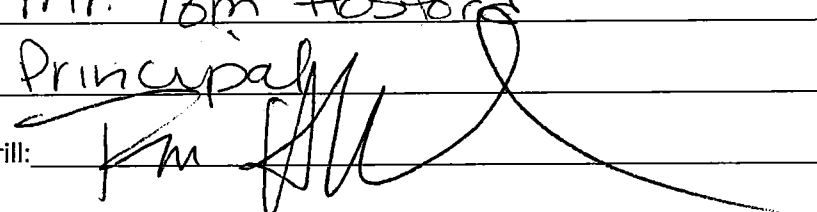
Shelter IP# \_\_\_\_\_ out of 1 for school year 20\_\_/20\_\_

Lockdown# \_\_\_\_\_ out of 2 for school year 20\_\_/20\_\_

Cardiac# \_\_\_\_\_ out of 1 for school year 20\_\_/20\_\_

Name of person conducting drill: Mr. Tom Hosford

Title of person conducting drill: Principal

Signature of person conducting drill: 

Fire (fire chief or designee) present  
Name and Title: Kyle Svoboda EO

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