

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

<u>2</u>	Fire Drill (5 required)(3 by 12/1)	<u>2</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: Rockford High School

Date of Drill: 10/20/16 Time Drill was held: 12:10 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: - 12:16p (lemons)

Total Participants: 2,000 Remarks: \_\_\_\_\_

Blockin @ A hallway

This report is for Emergency Drill

Fire# <u>3</u>	out of 5 for school year 20 <u>16</u> /20 <u>17</u>
Tornado# _____	out of 2 for school year 20____/20____
Shelter IP# _____	out of 2 for school year 20____/20____
Lockdown# _____	out of 2 for school year 20____/20____

Name of person conducting drill: Scott Beckman

Title of person conducting drill: Director of Security

Signature of person conducting drill: Scott Beckman

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

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