

**School Emergency Drills
Documentation Form**

Type of Drill:

Time of Drill:

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

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:

Valley View

Date of Drill:

10/10/17

Time Drill was held:

10:00

(a.m./p.m.)

Exact time required to evacuate/shelter/secure: _____

Total Participants:

575

Remarks: _____

This report is for Emergency Drill

Fire#

3

out of 5 for school year

17-18

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:

Bob Siegel

Title of person conducting drill:

Principal

X Signature of person conducting drill:

Bob Siegel

Fire (fire chief or designee) present

Name and Title: _____

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