

School Emergency Drills Documentation Form

Type of Drill:

- Fire Drill (5 required - 3 by Dec. 1)
- Tornado Drill (2 required - 1 in March)
- Shelter in Place (2 required)
- Lock-down (2 required - 1 prior to Dec. 1)

Time of Drill:

- Standard
- Class Change - PECC going to rest time ☺
- Recess
- Lunch

Name of Reporting School:

Date of Drill:

3.21.18

Time Drill was held:

12:50

a.m.

p.m.

Exact time required to evacuate/shelter/secure:

1:57.62

Total Participants:

80 students

Remarks:

This report is for the following Emergency Drill Year/Type/#:

School Year 2017-18

Fire Drill # 4

Tornado #

Shelter IP #

Lock-down #

Name of person conducting drill:

Melissa Cochran

Title of person conducting drill:

Director of Preschool + Child Care

Signature of person conducting drill:

Melissa Cochran

Fire Chief present (or designee):

Title:

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