

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 (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: Roguewood Elementary

Date of Drill: 10-9-18 Time Drill was held: 8:55 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 minute 45 seconds

Total Participants: 702 Remarks: _____

This report is for Emergency Drill Fire# 2 out of 5 for school year 2018 /2019

Tornado# _____ out of 2 for school year 20__/20__

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: Doug Hoogerland

Title of person conducting drill: Principal

Signature of person conducting drill: D. Hoogerland

Fire (fire chief or designee) present
Name and Title: LT O. Harvey

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