

# 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: Lakes Elementary

Date of Drill: 3-5-2020

Time Drill was held: 10:02 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2 min 5 sec.

Total Participants: 560

Remarks: \_\_\_\_\_

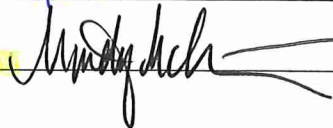
This report is for Emergency Drill

Fire#	_____	out of 5 for school year 20__/20__
Tornado#	<u>2</u>	out of 2 for school year 20 <u>19</u> /20 <u>20</u>
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: Mindy McGinn

Title of person conducting drill: Principal

Signature of person conducting drill:



Fire (fire chief or designee) present

Name and Title: N/A

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