

School Emergency Drills Documentation Form

Type of Drill:

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

_____ Tornado Drill (2 required)(1 in March)

_____ Shelter in Place (1 required)

_____ Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)

Time of Drill:

_____ Standard

X Class Change

_____ Recess

_____ Lunch

Name of Reporting School:

Crestwood

Date of Drill:

9.15.23

Time Drill was held:

2:00

(a.m./p.m.) (p.m.)

Exact time required to evacuate/shelter/secure:

3 min. 10 sec.

Total Participants:

500+

Remarks:

all students and staff

This report is for Emergency Drill

Fire#

1

out of 5 for school year 2023/2024

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___

Name of person conducting drill:

Kyle Avink

Title of person conducting drill:

Principal

Signature of person conducting drill:

Kyle Avink

Fire (fire chief or designee) present

Name and Title: _____

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