

School Emergency Drills Documentation Form

Type of Drill:

X 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)

_____ Cardiac Drill (1 required by 10/31)

Time of Drill:

X Standard

_____ Class Change

_____ Recess

_____ Lunch

Name of Reporting School:

Rockford High School

Date of Drill:

9.12.23

Time Drill was held:

9:00

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

7 minutes

Total Participants:

2,000

Remarks:

This report is for Emergency Drill

Fire#

2

out of 5 for school year 20

23/2024

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____

Cardiac#

out of 1 for school year 20____/20____

Name of person conducting drill:

Tom Hasford

Title of person conducting drill:

Principal

Signature of person conducting drill:

Fire (fire chief or designee) present

Name and Title:

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