

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 by 10/31)

Name of Reporting School:

BVA

Date of Drill:

2/7/24

Time Drill was held:

12:45

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

1.5min

Total Participants:

35

Remarks:

This report is for Emergency Drill

Fire# _____

out of 5 for school year 20____/20____

Tornado# _____

out of 2 for school year 20____/20____

Shelter IP# _____

out of 1 for school year 20____/20____

Lockdown# 2

out of 2 for school year 2023/2024

Cardiac# _____

out of 1 for school year 20____/20____

Name of person conducting drill:

Jennifer Thompson

Title of person conducting drill:

Director

Signature of person conducting drill:

Jenny Thompson

Fire (fire chief or designee) present

Name and Title:

PSO Mike Verwys RDRS

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