

School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

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

X 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: Valley View EL

Date of Drill: 10/7/2014 Time Drill was held: 2:15 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: Around 1 minute.

Total Participants: 1660 Remarks: It was recess for several classes so the building cleared out quickly. Teacher found her students on playground without much hassle.

This report is for Emergency Drill Fire# 3 out of 5 for school year 2014/2015

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: Mr. Siegel

Title of person conducting drill: Principal

Signature of person conducting drill: Mr. Siegel

Fire (fire chief or designee) present

Name and Title: _____

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