

**School Emergency Drills
Documentation Form**Type of Drill:Time of Drill:

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

2:00

Standard

Tornado Drill (2 required - 1 in March)

Class Change

 1

Shelter in Place (2 required)

Recess

Lock Down (2 required 1 prior to Dec 1)

Lunch

Name of Reporting School: BelmontDate of Drill: Jan 20 Time Drill was held: 2:00 (a.m./p.m.) (p.m.)Exact time required to evacuate/shelter/secure: in 30 sec. Took one min. to check
to secure. all the classroomsTotal Participants: 373 Remarks:

This report is for Emergency Drill

Fire# out of 5 for school year Tornado# out of 2 for school year Shelter IP# 1 out of 2 for school 2014-2015Lockdown# out of 2 for school Name of person conducting drill: Maggie ThelenTitle of person conducting drill: PrincipalSignature of person conducting drill:

Fire (fire chief or designee) present

Name and Title: [Signature] EO**MUST RETURN TO SECURITY OFFICE WITHIN 24 HOURS OF DRILL
FAX NUMBER 866-7112**