

School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

1 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)

Name of Reporting School: Cannonsburg Elementary

Date of Drill: 10-22-15 Time Drill was held: 10:00 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 minute 48 seconds

Total Participants: @220 Remarks: Several subs in the building today.

This report is for Emergency Drill

Fire# 4 out of 5 for school year 2015/2016

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: Mike Westgate

Title of person conducting drill: Principal

Signature of person conducting drill: Mike Westgate

Fire (fire chief or designee) present

Name and Title: _____

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