

**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 (2 required)

\_\_\_\_\_

Lock Down (2 required 1 prior to Dec 1)

Time of Drill:

X

Standard

\_\_\_\_\_

Class Change

\_\_\_\_\_

Recess

\_\_\_\_\_

Lunch

Name of Reporting School:

Crestwood

Date of Drill:

10/26/15

Time Drill was held:

2:02

(a.m./p.m.) (p.m.)

Exact time required to evacuate/shelter/secure:

3 min.

Total Participants:

463

Remarks:

DK student pulled alarm

we evacuated the building

This report is for Emergency Drill

Fire#

4

out of 5 for school year 2015-16

Tornado#

out of 2 for school year

Shelter IP#

out of 2 for school

Lockdown#

out of 2 for school

Name of person conducting drill:

Nicole Peterson-Reeves

Title of person conducting drill:

Principal

Signature of person conducting drill:

Nicole A. Peterson-Reeves

Fire (fire chief or designee) present

Name and Title:

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