

School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

____ 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

X Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)

____ Lunch

____ Cardiac Drill (1 required)

Name of Reporting School: ERMS

Date of Drill: 2/24/15

Time Drill was held: 7:44 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 5 min 12 sec.

Total Participants: ~ 900 Remarks: one student in hall; left bathroom - now she knows; band room unlocked

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# 4 out of 2 for school year 20 14/2015

Cardiac# _____ out of 1 for school year 20__/20__

Name of person conducting drill: Kelly Amshey

Title of person conducting drill: Asst. Principal

Signature of person conducting drill: Kelly Amshey

Fire (fire chief or designee) present

Name and Title: _____

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