

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

4

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

X

Standard

\_\_\_\_\_

Tornado Drill (2 required – 1 in March)

\_\_\_\_\_

Class Change

\_\_\_\_\_

Shelter in Place (2 required)

\_\_\_\_\_

Recess

\_\_\_\_\_

Lock Down (2 required 1 prior to Dec 1)

\_\_\_\_\_

Lunch

Name of Reporting School:

Rockford High School

Date of Drill:

4/17/15

Time Drill was held:

12:10

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

5 minutes

Total Participants:

2,000

Remarks:

This report is for Emergency Drill

Fire#

4

out of 5 for school year 2014/2015

Tornado#

\_\_\_\_\_

out of 2 for school year 20\_\_\_\_/20\_\_\_\_

Shelter IP#

\_\_\_\_\_

out of 2 for school year 20\_\_\_\_/20\_\_\_\_

Lockdown#

\_\_\_\_\_

out of 2 for school year 20\_\_\_\_/20\_\_\_\_

Name of person conducting drill:

SCOTT Beckman

Title of person conducting drill:

Director of Security

Signature of person conducting drill:

Fire (fire chief or designee) present

Name and Title:

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