

# School Emergency Drills Documentation Form

## Type of Drill:

## Time of Drill:

\_\_\_\_\_ 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:

River Valley Academy

Date of Drill:

11/12/15

Time Drill was held:

9:00

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

Exact time required to evacuate/shelter/secure:

1 min 30 sec

Total Participants:

≈ 50

Remarks:

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# 1

out of 2 for school year 2015/2016

Cardiac# \_\_\_\_\_

out of 1 for school year 20\_\_\_\_/20\_\_\_\_

Name of person conducting drill:

CASIMIR J TELICZAN

Title of person conducting drill:

Student Coordinator

Signature of person conducting drill:

Casimir J Teliczan

Fire (fire chief or designee) present

Name and Title:

MUST RETURN TO SECURITY OFFICE WITHIN 24 HOURS OF DRILL

FAX NUMBER 866-7112