

**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:

9-28-15

Time Drill was held:

9:00(a.m.) p.m.)

Exact time required to evacuate/shelter/secure:

35 seconds

Total Participants:

~ 52

Remarks:

This report is for Emergency Drill

Fire#

out of 5 for school year 20__/20__

Tornado#

1out of 2 for school year 2015/2016

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:

Casay Teliczan

Title of person conducting drill:

Student Coordinator

Signature of person conducting drill:

Casay Teliczan

Fire (fire chief or designee) present

Name and Title:

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