

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

<input checked="" type="checkbox"/>	Fire Drill (5 required)(3 by 12/1)	<u>10 am</u>	Standard
<input type="checkbox"/>	Tornado Drill (2 required – 1 in March)	<input type="checkbox"/>	Class Change
<input type="checkbox"/>	Shelter in Place (2 required)	<input type="checkbox"/>	Recess
<input type="checkbox"/>	Lock Down (2 required 1 prior to Dec 1)	<input type="checkbox"/>	Lunch

Name of Reporting School: Valley View El.

Date of Drill: Nov. 3, 2015 Time Drill was held: 10 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1.5 minutes

Total Participants: 660 Remarks: Very quickly exited the buildings

This report is for Emergency Drill	Fire# <u>4</u>	out of 5 for school year <u>          </u>
	Tornado# <u>          </u>	out of 2 for school year <u>          </u>
	Shelter IP# <u>          </u>	out of 2 for school <u>          </u>
	Lockdown# <u>          </u>	out of 2 for school <u>          </u>

Name of person conducting drill: Bob Siegel

Title of person conducting drill: Public Safety officer Jason Bradley

Signature of person conducting drill: Bob Siegel

Fire (fire chief or designee) present  
Name and Title: [Signature]

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