

**School Emergency Drills
Documentation Form**

Type of Drill:

☒ Fire Drill (5 required)(3 by 12/1)

☐ Tornado Drill (2 required)(1 in March)

☐ Shelter in Place (1 required)

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

☐ Cardiac Drill (1 required)

Time of Drill:

☒ Standard

☐ Class Change

☐ Recess

☐ Lunch

Name of Reporting School: NRMS

Date of Drill: 9/7/16 Time Drill was held: 7:45 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 3 minutes

Total Participants: 950+ Remarks: _____

This report is for Emergency Drill

Fire# <u>1</u>	out of 5 for school year 20 <u>16</u> /20 <u>17</u>
Tornado# _____	out of 2 for school year 20 ____ /20 ____
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: Al Reickard

Title of person conducting drill: Asst Principal

Signature of person conducting drill: [Signature]

Fire (fire chief or designee) present
Name and Title: _____

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