

Scanned 4:40pm
9.21.16

School Emergency Drills Documentation Form

Type of Drill:

1

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

Tornado Drill (2 required – 1 in March)

Shelter in Place (2 required)

Lock Down (2 required 1 prior to Dec 1)

Time of Drill:

X

Standard

Class Change

Recess

Lunch

Name of Reporting School:

Crestwood Elementary

Date of Drill:

9.21.16

Time Drill was held:

1:15

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

Exact time required to evacuate/shelter/secure:

3 min 40 sec

Total Participants:

All

Remarks:

Roughly 465 students,

45 staff, and 4 subs

This report is for Emergency Drill

Fire#

1

out of 5 for school year

2016-17

Tornado#

out of 2 for school year

Shelter IP#

out of 2 for school

Lockdown#

out of 2 for school

Name of person conducting drill:

Nicole Reeves

Title of person conducting drill:

School Security RPS

Signature of person conducting drill:

Joseph E. Lynn RPS

Fire (fire chief or designee) present

Name and Title: _____

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