

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

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

X 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: PARKSIDE ELEMENTARY

Date of Drill: 10/10/16 Time Drill was held: 9:15 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 min 20 sec.

Total Participants: 350 + Remarks: \_\_\_\_\_

This report is for Emergency Drill

Fire# <u>3</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: ELLEN ROTHWELL

Title of person conducting drill: SECRETARY

Signature of person conducting drill: Ellen B. Rothwell

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

B. J. Doehn #135-

**MUST RETURN TO SECURITY OFFICE WITHIN 24 HOURS OF DRILL**

**FAX NUMBER 866-7112**

*scanned 10/10/16 CR*

schoolemergencydrill