

**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)

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Class Change

☐

Shelter in Place (2 required)

☐

Recess

☐

Lock Down (2 required 1 prior to Dec 1)

☐

Lunch

Name of Reporting School:

Valley View

Date of Drill:

10/12/16

Time Drill was held:

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

Exact time required to evacuate/shelter/secure:

Total Participants:

675

Remarks:

This report is for Emergency Drill

Fire#

3

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:

Bob Siegel

Title of person conducting drill:

Principal

Signature of person conducting drill:

B. Siegel

Fire (fire chief or designee) present

Name and Title:

JASON BRADLEY

P.S.O

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