

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)

☐ 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:

Cannonsburg Elementary

Date of Drill: 10-20-16

Time Drill was held: 10:00 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 minute 43 seconds

Total Participants: @200

Remarks: Mike not here during drill!

This report is for Emergency Drill

Fire#

4

out of 5 for school year 2016/2017

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:

Pam Mogridge

Title of person conducting drill:

Head Secretary

Signature of person conducting drill:

Pam Mogridge

(Principal out of building unexpectedly)

Fire (fire chief or designee) present

Name and Title:

Bh Gy Security

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