

## School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

	Fire Drill (5 required)(3 by 12/1)	X	Standard
	Tornado Drill (2 required)( 1 in March)	_____	Class Change
X	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: Lakes Elementary

Date of Drill: Thursday, November 3, 2016      Time Drill was held: 11:21 a.m.

Exact time required to evacuate/shelter/secure: 3 minutes, 46 seconds

Total Participants: 543

Remarks: \_\_\_\_\_

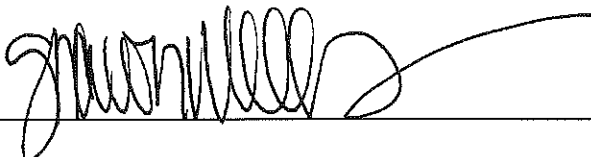
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This report is for Emergency Drill	Fire#	out of 5 for school year 2016 /2017
	Tornado#	_____ out of 2 for school year 20____/20____
	Shelter IP #1	out of 1 for school year 2016/2017
	Lockdown#	_____ out of 2 for school year 20____/20____
	Cardiac#	_____ out of 1 for school year 20____/20____

Name of person conducting drill: Sharon Wells

Title of person conducting drill: Principal

Signature of person conducting drill: \_\_\_\_\_



Fire (fire chief or designee) present

Name and Title: \_\_\_\_\_

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