

**School Emergency Drills
Documentation Form**Type of Drill:Time of Drill:

<u> </u>	Fire Drill (5 required)(3 by 12/1)	<u> X </u>	Standard
<u> </u>	Tornado Drill (2 required - 1 in March)	<u> </u>	Class Change
<u> </u>	Shelter in Place (2 required)	<u> </u>	Recess
<u> X </u>	Lock Down (2 required 1 prior to Dec 1)	<u> </u>	Lunch

Name of Reporting School: BelmontDate of Drill: 11-29-16 Time Drill was held: 1:30 (a.m./p.m.)Exact time required to evacuate/shelter/secure: 2:37Total Participants: 355 Remarks:

This report is for Emergency Drill	Fire# <u> </u>	out of 5 for school year <u> </u>
	Tornado# <u> </u>	out of 2 for school year <u> </u>
	Shelter IP# <u> </u>	out of 2 for school <u> </u>
	Lockdown# <u> 1 </u>	out of 2 for school <u>16/17</u>

Name of person conducting drill: Jeremy KarelTitle of person conducting drill: PrincipalSignature of person conducting drill: 

Fire (fire chief or designee) present

Name and Title: Rick Pottman EO

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