

## 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)	<del><u>      </u></del>	Recess
<u>X</u>	Lock Down (2 required 1 prior to Dec 1)	<u>      </u>	Lunch

Name of Reporting School: Crestwood

Date of Drill: 1.25.17 Time Drill was held: 2:20 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 3 min 24 sec.

Total Participants: 464+ Remarks: All staff & students

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>2</u>	out of 2 for school <u>2016-17</u>

Name of person conducting drill: Nicole Peterson-Reeves

Title of person conducting drill: Principal

Signature of person conducting drill: Joseph T. Spivey RPS - Security 1-25-17  
Nicole R Peterson-Reeves 1-25-17

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

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