School Emergency Drills
Documentation Form

Type of Drill:

_____ Fire Drill (5 required)(3 by 12/1)

_____ Tornado Drill (2 required)(1 in March)

_____ Shelter in Place (1 required)

2 Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)

_____Cardiac Drill (1 required)

Time of Drill:

_____ Standard

_____ Class Change

_____ Recess

_____ Lunch

Name of Reporting School: Belmont Elementary

Date of Drill: 5/14/18 Time Drill was held: 8:48 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: *Around 45 sec.

Total Participants: 370 Remarks: 40 Staff

This report is for Emergency Drill

Fire#_____ out of 5 for school year 20___ /20___

Tornado#_____ out of 2 for school year 20___/20___

Shelter IP#_____ out of 1 for school year 20___/20___

Lockdown#_2_ out of 2 for school year 20___/20___

Cardiac#_____ out of 1 for school year 20___/20___

Name of person conducting drill: Not at drill

Title of person conducting drill: NA

Signature of person conducting drill: NA Hall Com Judi Smith

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

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

schoolemergencydrill