

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)

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

_____ Cardiac Drill (1 required)

Time of Drill:

X Standard

_____ Class Change

_____ Recess

_____ Lunch

Name of Reporting School:

Crestwood Elementary

Date of Drill:

4.23.18

Time Drill was held:

9:00

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

3 min 13 seconds

Total Participants:

490+

Remarks:

All students and 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 2017/2018

Cardiac# _____

out of 1 for school year 20__/20__

Name of person conducting drill:

Allyssa Shanahan

Title of person conducting drill:

Secretary

Signature of person conducting drill:

A. Shanahan

Fire (fire chief or designee) present

Name and Title:

George E. Sym RPS Security 4-23-18

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