

# School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

\_\_\_\_ Fire Drill (5 required)(3 by 12/1)

X

Standard

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

\_\_\_\_

Class Change

\_\_\_\_ 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: Crestwood

Date of Drill: 9.18.18

Time Drill was held: 1:10 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2min. 24min.

Total Participants: 460+ Remarks: All students and staff

This report is for Emergency Drill

Fire# \_\_\_\_\_ out of 5 for school year 20\_\_/20\_\_

Tornado# 1 out of 2 for school year 2018/2019

Shelter IP# \_\_\_\_\_ out of 1 for school year 20\_\_/20\_\_

Lockdown# \_\_\_\_\_ out of 2 for school year 20\_\_/20\_\_

Cardiac# \_\_\_\_\_ out of 1 for school year 20\_\_/20\_\_

Name of person conducting drill: Nicole Peterson

Title of person conducting drill: Principal

Signature of person conducting drill: Nicole R. Peterson

Fire (fire chief or designee) present

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

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