

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)
- ☐ 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: Lakes Elementary

Date of Drill: 9.18.18

Time Drill was held: 10:00 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2:18

Total Participants: 469

Remarks:

This report is for Emergency

Fire# 2 out of 5 for school year 2018/2019

Tornado# out of 2 for school year 20__/20__

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

Title of person conducting drill

Signature of person conducting drill

Fire (fire chief or designee) present

Name and Title:

Spencer Wells
Principal
[Signature]
M. Ritz

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