

# School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

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

\_\_\_\_\_ Standard

\_\_\_\_\_ Tornado Drill (2 required)( 1 in March)

\_\_\_\_\_ Class Change

\_\_\_\_\_ Shelter in Place (1 required)

X Recess

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

\_\_\_\_\_ Lunch

\_\_\_\_\_ Cardiac Drill (1 required)

Name of Reporting School:

Cannonsburg

Date of Drill:

4/23/19

Time Drill was held:

12:20

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

3min 10 sec.

Total Participants:

200

Remarks:

Recess/lunch hour. Students went to our safe outdoor location and students indoors were safe in or within the gym.

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 2018/2019

Cardiac#

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

Name of person conducting drill:

Math Zokoe

Title of person conducting drill:

Principal

Signature of person conducting drill:

Math Zokoe

Fire (fire chief or designee) present

Name and Title:

N/A

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