

School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

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

1

Standard

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

Class Change

_____ Shelter in Place (1 required)

Recess

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

Lunch

_____ Cardiac Drill (1 required)

Name of Reporting School:

Belmont Elementary

Date of Drill:

11/26/19

Time Drill was held:

11:00

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

1:52

Total Participants:

385 +

Remarks:

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# 1

out of 2 for school year 2019/2020

Cardiac# _____

out of 1 for school year 20__ /20__

Name of person conducting drill:

Shannon Ouellette

Title of person conducting drill:

Principal

Signature of person conducting drill:

Shannon Ouellette

Fire (fire chief or designee) present

Name and Title:

John RPS Security

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