

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

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

\_\_\_\_\_ Standard

\_\_\_\_\_ 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 by 10/31)

Name of Reporting School: Belmont

Date of Drill: 10/19/20 Time Drill was held: 10:45 (am)/p.m.)

Exact time required to evacuate/shelter/secure: Tabletop

Total Participants: 350 Remarks: \_\_\_\_\_

This report is for Emergency Drill

Fire# <u>2</u>	out of 5 for school year 20 <u>20</u> /20 <u>21</u>
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: Shannon Ouellette

Title of person conducting drill: Principal

Signature of person conducting drill: \_\_\_\_\_

Fire (fire chief or designee) present

Name and Title: Shannon Ouellette

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