

# 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: Rogueswood Elementary

Date of Drill: 9-9-21 Time Drill was held: 11:05 (a.m.)

Exact time required to evacuate/shelter/secure: 2 mins 43 seconds

Total Participants: 660 Remarks: \_\_\_\_\_

This report is for Emergency Drill

Fire# <u>1</u>	out of 5 for school year 20 <u>21</u> /20 <u>22</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: Teya Cotter

Title of person conducting drill: Principal

Signature of person conducting drill: Teya Cotter

Fire (fire chief or designee) present

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

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