

School Emergency Drills Documentation Form

Type of Drill:

X 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:

X Standard
_____ Class Change
_____ Recess
_____ Lunch

Name of Reporting School: Lakes Elementary

Date of Drill: 10.6.21 Time Drill was held: 10:00 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 3:08

Total Participants: 540 Remarks: _____

This report is for Emergency Drill

Fire# <u>2</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: Mindy McGinn

Title of person conducting drill: Principal

Signature of person conducting drill: Mindy McGinn

Fire (fire chief or designee) present
Name and Title: _____

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