

# 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)

\_\_\_\_\_ 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:

East Rockford Middle School

Date of Drill:

3-10-22

Time Drill was held:

12:30

(a.m./p.m.)

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants:

820

Remarks: \_\_\_\_\_

This report is for Emergency Drill

Fire#

2

out of 5 for school year 20\_\_/20\_\_

Tornado#

2

out of 2 for school year 21/2022

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:

Kyle Arvink

Title of person conducting drill:

Asst. Principal

Signature of person conducting drill:

Kyle Arvink

Fire (fire chief or designee) present

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

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