

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
 x Recess
 Lunch

Name of Reporting School: Lakes Elementary

Date of Drill: 05/04/2022 Time Drill was held: 1:46 p.m.

Exact time required to evacuate/shelter/secure: 2 minutes, 20 seconds

Total Participants: 542 Remarks:

This report is for Emergency Drill Fire# 5 out of 5 for school year 2021 /2022
 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 2021/2022
 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: 

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

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