

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 by 10/31)

Time of Drill:

- Standard
- Class Change
- Recess
- Lunch

Name of Reporting School: River Valley

Date of Drill: 11-16-24 Time Drill was held: 12:45 (a.m./p.m.)

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

Total Participants: Approx 30 Remarks: _____

This report is for Emergency Drill

Fire# 3 out of 5 for school year 2024/2025

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: Cecily Walczowski

Title of person conducting drill: Admin Assistant

Signature of person conducting drill: [Signature]

Fire (fire chief or designee) present
Name and Title: P. Dourag #57

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