

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)

Name of Reporting School: Belmont Elem.

Date of Drill: 1/17/23 Time Drill was held: 1:30 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 30 Sec.

Total Participants: 400 Remarks: _____

This report is for Emergency Drill

Fire#	_____	out of 5 for school year 20__/20__
Tornado#	_____	out of 2 for school year 20__/20__
Shelter IP#	<u>1</u>	out of 1 for school year 20 <u>22</u> /20 <u>23</u>
Lockdown#	_____	out of 2 for school year 20__/20__
Cardiac#	_____	out of 1 for school year 20__/20__

Name of person conducting drill: Shannon Ovellette

Title of person conducting drill: Principal

Signature of person conducting drill: Shannon Ovellette

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

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