

# 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:

Cannonsburg Elementary

Date of Drill:

10/3/22

Time Drill was held:

10:15

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

2:04.464

Total Participants:

200

Remarks:

Everyone did a great

Job getting to their location.

This report is for Emergency Drill

Fire# 1

out of 5 for school year 2022 /2023

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:

Matt Zokoe

Title of person conducting drill:

Principal

Signature of person conducting drill:

Matt Zokoe

Fire (fire chief or designee) present

Name and Title:

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