

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

\_\_\_\_\_ Fire Drill (5 required)(3 by 12/1)

X Standard

\_\_\_\_\_ Tornado Drill (2 required)( 1 in March)

\_\_\_\_\_ Class Change

\_\_\_\_\_ Shelter in Place (1 required)

\_\_\_\_\_ Recess

X 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: 10-12-22 Time Drill was held: 10:15 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2:40. Slp

Total Participants: 220 Remarks: Everyone did a great job, All doors were locked, Everyone was quiet and steady.

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# _____	out of 1 for school year 20__ /20__
Lockdown# <u>1</u>	out of 2 for school year 20 <u>22</u> /20 <u>23</u>
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: 

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

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