

**School Emergency Drills
Documentation Form**

Type of Drill:

Time of Drill:

| | | | |
|----------|---|----------|--------------|
| <u>X</u> | Fire Drill (5 required)(3 by 12/1) | <u>X</u> | Standard |
| _____ | Tornado Drill (2 required – 1 in March) | _____ | Class Change |
| _____ | Shelter in Place (2 required) | _____ | Recess |
| _____ | Lock Down (2 required 1 prior to Dec 1) | _____ | Lunch |

Name of Reporting School: Crestwood Elementary

Date of Drill: 4.24.23 Time Drill was held: 9:30 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 4 min. 02 sec.

Total Participants: 500+ Remarks: all students & staff

This report is for Emergency Drill

| | |
|-------------------|---|
| Fire# <u>5</u> | out of 5 for school year <u>2022-23</u> |
| Tornado# _____ | out of 2 for school year _____ |
| Shelter IP# _____ | out of 2 for school _____ |
| Lockdown# _____ | out of 2 for school _____ |

Name of person conducting drill: Kyle Avink

Title of person conducting drill: Principal

Signature of person conducting drill: Kyle Avink

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

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