

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

- |                                     |   |                                     |              |
|-------------------------------------|---|-------------------------------------|--------------|
| <input type="checkbox"/>            | Fire Drill (5 required)(3 by 12/1)      | <input checked="" type="checkbox"/> | Standard     |
| <input type="checkbox"/>            | Tornado Drill (2 required – 1 in March) | <input type="checkbox"/>            | Class Change |
| <input type="checkbox"/>            | Shelter in Place (2 required)           | <input type="checkbox"/>            | Recess       |
| <input checked="" type="checkbox"/> | Lock Down (2 required 1 prior to Dec 1) | <input type="checkbox"/>            | Lunch        |

Name of Reporting School: Crestwood Elementary

Date of Drill: 2.13.23 Time Drill was held: 9:35 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2 min.

Total Participants: 515+ Remarks: all students + staff

This report is for Emergency Drill

Fire#	_____	out of 5 for school year	_____
Tornado#	_____	out of 2 for school year	_____
Shelter IP#	_____	out of 2 for school	_____
Lockdown#	<u>1</u>	out of 2 for school	<u>2022-23</u>

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**