

# 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 checked="" 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 type="checkbox"/>	Lock Down (2 required 1 prior to Dec 1)	<input type="checkbox"/>	Lunch

Name of Reporting School: Crestwood

Date of Drill: 3.27.23 Time Drill was held: 1:30 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 4 min. 23 sec.

Total Participants: 500+ Remarks: all staff and students

This report is for Emergency Drill

Fire#	_____	out of 5 for school year	_____
Tornado#	<u>2</u>	out of 2 for school year	<u>2022-23</u>
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: Interim Principal

Signature of person conducting drill: Kyle Avink

Fire (fire chief or designee) present  
Name and Title: [Signature]

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