

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)

___x___ 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: ___Lakes Elementary_____

Date of Drill: ___10/04/2022___

Time Drill was held: _10:45_ (a.m./p.m.)

Exact time required to
evacuate/shelter/secure: ___6:03_____

Total Participants: 541 Remarks: _____

This report is for Emergency Drill

Fire# _____	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# <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: ___Mindy McGinn_____

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**