

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

X 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

\_\_\_\_\_ 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: Rockford High School

Date of Drill: 10/24/22 Time Drill was held: 12:10 (a.m./p.m.) (p.m.)


Exact time required to evacuate/shelter/secure: 6 minutes

Total Participants: 2,000 Remarks: \_\_\_\_\_

This report is for Emergency Drill    Fire# 3    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# \_\_\_\_\_    out of 2 for school year 20\_\_\_\_/20\_\_\_\_  
Cardiac# \_\_\_\_\_    out of 1 for school year 20\_\_\_\_/20\_\_\_\_

Name of person conducting drill: Tom Hasford

Title of person conducting drill: \_\_\_\_\_

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**