

**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)

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: Rogueswood Elementary

Date of Drill: 9-9-22 Time Drill was held: 11:05 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 3 minutes 34 seconds

Total Participants: 656 Remarks: \_\_\_\_\_

This report is for Emergency Drill

Fire# <u>1</u>	out of 5 for school year 20 <u>22</u> /20 <u>23</u>
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: Teya Cotter

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Fire (fire chief or designee) present Name and Title: E. Buchan Lieutenant

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