

School Emergency Drills Documentation Form

Type of Drill:

- Fire Drill (5 required)(3 by 12/1)
 Tornado Drill (2 required)(1 in March)
 Shelter in Place (1 required)
 Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)
 Cardiac Drill (1 required by 10/31)

Time of Drill:

- Standard
 Class Change
 Recess
 Lunch

Name of Reporting School: Valley View

Date of Drill: 4.14.23 Time Drill was held: _____ (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2:45 min

Total Participants: 665 Remarks: _____

This report is for Emergency Drill

Fire#	<u>4</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: Jeremy Karel

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Fire (fire chief or designee) present
Name and Title: _____

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