

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)

Name of Reporting School: _____

Date of Drill: 16/10/23

Time Drill was held: 9:30 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2:13

Total Participants: 327 Remarks: _____

Alarm near room 123 not functioning - notified Tina

This report is for Emergency Drill Fire# 3 out of 5 for school year 2023/2024
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: Larry Watters

Title of person conducting drill: Principal

Signature of person conducting drill: JDW

Fire (fire chief or designee) present Name and Title: PSO Mike Verwys

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