

**School Emergency Drills
Documentation Form**

Type of Drill:

Time of Drill:

<input checked="" type="checkbox"/> Fire Drill (5 required)(3 by 12/1)	_____	Standard
_____ Tornado Drill (2 required)(1 in March)	_____	Class Change
_____ Shelter in Place (1 required)	<input checked="" type="checkbox"/>	Recess
_____ Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)	<input checked="" type="checkbox"/>	Lunch
_____ Cardiac Drill (1 required by 10/31)		

Name of Reporting School: Parkside Elementary

Date of Drill: 10/11/24 Time Drill was held: 12:35 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 7min. 30 sec.

Total Participants: 205 Remarks: put Sign on fire extinguisher

Drill occurred during lunch & recess

This report is for Emergency Drill

Fire# <u>3</u>	out of 5 for school year <u>2024 /2025</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: Mindy McGinn

Title of person conducting drill: Principal

Signature of person conducting drill: 

Fire (fire chief or designee) present
Name and Title: NATHANIEL HULL FIRE FIGHTER

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