

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: Parkside Early Childhood Center

Date of Drill: 9/18/25 Time Drill was held: 11 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 5 minutes


Total Participants: 175 Remarks: Don't forget walkie-talkies + timer!

This report is for Emergency Drill

Fire# <u>1</u>	out of 5 for school year 20 <u>25</u> /20 <u>26</u>
Tornado# <u> </u>	out of 2 for school year 20 <u> </u> /20 <u> </u>
Shelter IP# <u> </u>	out of 1 for school year 20 <u> </u> /20 <u> </u>
Lockdown# <u> </u>	out of 2 for school year 20 <u> </u> /20 <u> </u>
Cardiac# <u> </u>	out of 1 for school year 20 <u> </u> /20 <u> </u>

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: Chad Beckham # Firefighter / Fire Inspector

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