

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)

Time of Drill:

Standard
 Class Change
 Recess
 Lunch


Name of Reporting School: Lakes Elementary

Date of Drill: 03/14/25 Time Drill was held: 10:15am

The exact time required to evacuate/shelter/secure: 2 mins, 44 seconds

Total Participants: 428 Remarks: Cannon Fire was present to review.

This report is for Emergency Drill Fire# 3 out of 5 for school year 2024 /2025
Tornado# _____ out of 2 for school year 2024 /2025
Shelter IP# _____ out of 1 for school year 2024 /2025
Lockdown# _____ out of 2 for school year 2024 /2025
Cardiac# _____ out of 1 for school year 2024 /2025

Name of person conducting drill: Matt Zokoe 

Title of person conducting drill: Principal 

Signature of person conducting drill: _____

Fire (fire chief or designee) present

Name and Title: Matt Thompson, Firefighter 

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