

**School Emergency Drills
Documentation Form**

Type of Drill:

Time of Drill:

- | | | | |
|----------|---|----------|--------------|
| <u>X</u> | Fire Drill (5 required)(3 by 12/1) | <u>X</u> | Standard |
| _____ | Tornado Drill (2 required – 1 in March) | _____ | Class Change |
| _____ | Shelter in Place (2 required) | _____ | Recess |
| _____ | Lock Down (2 required 1 prior to Dec 1) | _____ | Lunch |

Name of Reporting School: Crestwood Elementary

Date of Drill: 11.7.22 Time Drill was held: 9:00 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 500+ Remarks: all staff + students

This report is for Emergency Drill Fire# 3 out of 5 for school year 2022-23
Tornado# _____ out of 2 for school year _____
Shelter IP# _____ out of 2 for school _____
Lockdown# _____ out of 2 for school _____

Name of person conducting drill: Nicole Peterson

Title of person conducting drill: Principal

Signature of person conducting drill: Nicole R Peterson

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

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