

School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

_____ 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

 x Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)

_____ Lunch

_____ Cardiac Drill (1 required)

Name of Reporting School: Lakes Elementary

Date of Drill: 3/20/23 Time Drill was held: 1:30pm

The exact time required to evacuate/shelter/secure: 4 minutes and 32 seconds to check all rooms

Total Participants: 558 Remarks: 2 doors unsecured - both with substitute teachers. Will speak with subs and make plan for the future.

This report is for Emergency Drill Fire# _____ out of 5 for school year 2022 /2023

Tornado# _____ out of 2 for school year 2022 /2023

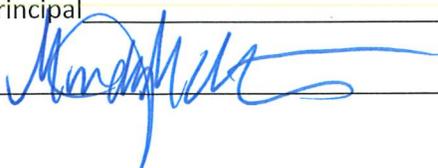
Shelter IP# _____ out of 1 for school year 2022 /2023

Lockdown# 2 out of 2 for school year 2022 /2023

Cardiac# _____ out of 1 for school year 2022 /2023

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: _____

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