

**School Emergency Drills  
Documentation Form**

Type of Drill:

Time of Drill:

5 Fire Drill (5 required)(3 by 12/1)

2

Standard

\_\_\_\_\_ Tornado Drill (2 required)( 1 in March)

\_\_\_\_\_

Class Change

\_\_\_\_\_ Shelter in Place (1 required)

\_\_\_\_\_

Recess

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

\_\_\_\_\_

Lunch

\_\_\_\_\_ Cardiac Drill (1 required by 10/31)

Name of Reporting School:

Rockford High School

Date of Drill: 5.23.23

Time Drill was held:

9:04

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

4 minutes

Total Participants:

2,000

Remarks:

This report is for Emergency Drill

Fire#

5

out of 5 for school year 20

22 /2023

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:

Tom Hasford

Title of person conducting drill:

Principal

Signature of person conducting drill:

Tom Hasford

Fire (fire chief or designee) present

Name and Title: \_\_\_\_\_

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