

**School Emergency Drills
Documentation Form**

Type of Drill:

Time of Drill:

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

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

Name of Reporting School: Cannonsburg Elementary

Date of Drill: 4-10-24 Time Drill was held: 10:15 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1:46.57

Total Participants: 220 Remarks: Fire bar door push broken.
Everything else went great!

This report is for Emergency Drill Fire# 6 out of 5 for school year 2023 /2024
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___

Name of person conducting drill: Matt Zokoe

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Fire (fire chief or designee) present:
Name and Title: [Signature]

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