School Emergency Drills
Documentation Form

Type of Drill:

___x__ 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:

__x___ Standard

_____ Class Change

_____ Recess

_____ Lunch

Name of Reporting School:___Lakes Elementary_____

Date of Drill:_09/12/23 Time Drill was held:_10:00am

The exact time required to evacuate/shelter/secure:_4 minutes, 33 seconds_

Total Participants:_550_Remarks:_Building emptied in less than 2 minutes. Took an additional 2 minutes to account for all classes. _____

This report is for Emergency Drill

Fire#____1_____ out of 5 for school year 2023 /2024

Tornado#_____ out of 2 for school year 2023 /2024

Shelter IP#_____ out of 1 for school year 2023 /2024

Lockdown#___ ___ out of 2 for school year 2023 /2024

Cardiac#_____ out of 1 for school year 2023 /2024

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