

# School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

<input checked="" type="checkbox"/> Fire Drill (5 required)(3 by 12/1)	<input checked="" type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)( 1 in March)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Shelter in Place (1 required)	<input type="checkbox"/> Recess
<input type="checkbox"/> Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)	<input type="checkbox"/> Lunch
<input type="checkbox"/> Cardiac Drill (1 required by 10/31)	

Name of Reporting School: Meadow Ridge Elementary

Date of Drill: 10/19/23 Time Drill was held: 9:45 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 3:07 min

Total Participants: 433 Remarks: \_\_\_\_\_

This report is for Emergency Drill

Fire# <u>2</u>	out of 5 for school year 20 <u>23</u> /20 <u>24</u>
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: Blake Bowman

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**