

## School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

4 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

Cardiac Drill (1 required by 10/31)

Name of Reporting School: North Rockford Middle School

Date of Drill: 4/15/24 Time Drill was held: 745 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2 mins

Total Participants: 900+ Remarks: \_\_\_\_\_

This report is for Emergency Drill Fire# 4 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\_\_\_\_

Cardiac# \_\_\_\_\_ out of 1 for school year 20\_\_\_\_/20\_\_\_\_

Name of person conducting drill: Lissa Weidenfeller / Al Reichard

Title of person conducting drill: Principal / Asst 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**

6th - 746  
1st - 746  
2nd - 747  
3rd - 747  
Tech - 746  
Library - 746  
PE - 747