

emailed
Karen
3:00

SCHOOL EMERGENCY DRILLS

2019-2020 Documentation Form

Type of Drill

- 3 of 5 **Fire Drill** (5 Required – 3 must be held by December 1)
- _____ **Tornado Drill** (2 Required – 1 must be held in March)
- _____ **Lock Down/Shelter in Place Drill** (3 Required – 1 must be held by December 1st & at least one after January 1st)

Time of Drill

- Standard Schedule
- _____ Class Change
- _____ Recess
- _____ Lunch
- _____ Other _____

Name of Reporting School: Keicher
Date of Drill: 11-1-19
Time Drill was Held: 2:30
Exact Time Required to Evacuate/Shelter/Secure: 2 mins 33 secs
Total Participants: 439
Remarks: _____

To date the following drills have been conducted for 2016-2017:

- Fire Drill 3 out of 5
- Tornado Drill _____ out of 2
- Lock Down Drill _____ out of 3

Name of Person Conducting Drill: Lisa Haynes
Title of Person Conducting Drill: Principal
Signature of Building Principal: Lisa Haynes