

SCHOOL EMERGENCY DRILLS

2023-2024 Documentation Form

Type of Drill

4th

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 Elementary

Date of Drill: 3-1-24

Time Drill was Held: 10:30

Exact Time Required to Evacuate/Shelter/Secure: 10:33 - 3 minutes

Total Participants: 396 + staff

Remarks: Pre-School participated

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

- Fire Drill 4 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