

# SCHOOL EMERGENCY DRILLS

2023-2024 Documentation Form

## Type of Drill

- 1 **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 1<sup>st</sup> & at least one after January 1<sup>st</sup>)

## Time of Drill

- \_\_\_\_\_ Standard Schedule
- 1 **Class Change** 4<sup>th</sup> grade
- \_\_\_\_\_ Recess
- \_\_\_\_\_ Lunch
- \_\_\_\_\_ Other \_\_\_\_\_

Name of Reporting School: Keicher Elementary

Date of Drill: 9-12-23

Time Drill was Held: 2:00 pm

Exact Time Required to Evacuate/Shelter/Secure: 1 min 55 sec.

Total Participants: 481

Remarks: daycare was included

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

- Fire Drill 1 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