School Emergency Drills

Documentation Form

Type of Drill		Time of Drill[1]	
____	Fire Drill[2] (____ of 5)	____	Standard
X	Tornado Drill[3] (2 of 2)	____	Class Change
____	Lockdown[4] (____ of 3)	____	Recess/Lunch
		____	Other _____

School Name: Brummer School Year: 2014/2015

Date of Drill: [redacted]

Exact time required to evacuate/shelter/secure: [redacted]

Remarks: Went well!

Name of person conducting drill: Stacy Cooper Title: Principal

Signature of principal or designee confirming drill completion: Stacy Cooper

Drill was coordinated with:

____ County/Local Emergency Management Coordinator or designee

AND

____ Law Enforcement (County Sheriff, chief of police, state police, or designee)

OR

____ Fire (Fire chief or designee)

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[1] At least one drill must occur during lunch, recess, or at another time when a significant number of students are gathered by not in a classroom

[2] Three of these drills must take place by December 1 and all drills must have reasonable intervals

[3] At least one must take place in March

[4] Must include security measures appropriate to an emergency such as the release of hazardous material or the presence of a potentially dangerous individual on or near the premises. One drill must be prior to December 1 and one drill must be after January 1