

# School Emergency Drills Documentation Form

<u>Type of Drill</u>	<u>Time of Drill<sup>1</sup></u>
<input checked="" type="checkbox"/> <b>Fire Drill<sup>2</sup> ( 3 of 5)</b>	<input checked="" type="checkbox"/> <b>Standard</b>
Tornado Drill <sup>3</sup> ( 1 of 2)	Class Change
Lockdown <sup>4</sup> ( of 3)	<input type="checkbox"/> Recess/Lunch
	<input type="checkbox"/> Other _____

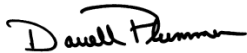
School Name: **Millennium Middle School** School Year: **2015-2016**

Date of Drill: **9-27-16** Time of Drill: **2:00 pm** (am/pm)

Total Participants: **Over 900 students/staff**

Name of person conducting drill: **Darrell Plummer** Title: **Assistant Principal**

Signature of principal or designee confirming drill completion:



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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<sup>1</sup> 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

<sup>2</sup> Three of these drills must take place by December 1 and all drills must have reasonable intervals

<sup>3</sup> At least one must take place in March

<sup>4</sup> 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