**20\_\_-20\_\_ RECORD OF DRILLS HELD AT**

\_\_\_\_\_\_\_\_\_\_\_ ACADEMY

**FIRE DRILLS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date/Time** | **Evacuation Time** | **Conducted By** | **Principal or Designee Signature** |
| \*1 |  |  |  |
| \*2 |  |  |  |
| \*3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

\*3 drills must occur before Dec. 1 with a reasonable interval between each drill.

**TORNADO DRILLS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date/Time** | **Time to Shelter** | **Conducted By** | **Principal or Designee Signature** |
| 1 |  |  |  |
| 2 |  |  |  |

At least one tornado drill needs to take place in March.

**LOCK DOWN/SHELTER IN PLACE DRILLS**

**Drill #1 –** At least 1 drill by Dec. 1 and one after Jan. 1.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Time Drill Held** | **Time to Shelter** | **Conducted By**  **(name, title)** | **Signature of person conducting drill** |
|  |  |  |  |  |

Drill Type: 🞏 Standard 🞏 Class Change 🞏 Recess 🞏 Other Events

Drill was coordinated with (2 required):

Name and Title:

Name and Title:

**Drill #2**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Time Drill Held** | **Time to Shelter** | **Conducted By**  **(name, title)** | **Signature of person conducting drill** |
|  |  |  |  |  |

Drill Type: 🞏 Standard 🞏 Class Change 🞏 Recess 🞏 Other Events

Drill was coordinated with (2 required):

Name and Title:

Name and Title:

**20\_\_-\_\_ RECORD OF DRILLS HELD AT**

\_\_\_\_\_\_\_\_\_\_\_ ACADEMY

**Drill #3**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Time Drill Held** | **Time to Shelter** | **Conducted By**  **(name, title)** | **Signature of person conducting drill** |
|  |  |  |  |  |

Drill Type: 🞏 Standard 🞏 Class Change 🞏 Recess 🞏 Other Events

Drill was coordinated with (2 required):

Name and Title:

Name and Title: