

# Safety Drill Documentation

2014-2015 School Year

District:

Building:

Principal/Administrator:

## FIRE:

- Drill #1 of 5** (by Dec. 1) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Drill #2 of 5** (by Dec. 1) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Drill #3 of 5** (by Dec. 1) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Drill #4 of 5** (after Dec. 1) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Drill #5 of 5** (after Dec. 1) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Extra Drill** Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Extra Drill** Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Extra Drill** Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom

## TORNADO:

- Drill #1 of 2** (at any time) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Drill #2 of 2** (in March) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Extra Drill** Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom

## LOCK DOWN OR SHELTER IN PLACE:

- Drill #1 of 3** (by Dec. 1) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Drill #2 of 3** (after Jan. 1) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Drill #3 of 3** (at any time) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom
- Extra Drill** Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
*Check, if applicable:*  Recess  Lunch  Outside of classroom

Principal or designee signature: \_\_\_\_\_

I verify that the listed drills were conducted on the noted dates and times.