

**School Emergency Drills
Documentation Form**

Type of Drill:

Time of Drill:

<u>1</u> Fire Drill (5 required)(3 by 12/1)	<u>X</u>	Standard
_____ Tornado Drill (2 required)(1 in March)	_____	Class Change
_____ Shelter in Place (1 required)	_____	Recess
_____ Lock Down (2 required)(1 prior to Dec 1 & 1 after Jan 1)	_____	Lunch

Name of Reporting School: Cannonsburg Elementary

Date of Drill: 9/29/2023 Time Drill was held: 10:15 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2:05:57

Total Participants: 220 Remarks: Everyone did great going to their location.

This report is for Emergency Drill Fire# 1 out of 5 for school year 2023/2024
Tornado# _____ out of 2 for school year 20____/20____
Shelter IP# _____ out of 1 for school year 20____/20____
Lockdown# _____ out of 2 for school year 20____/20____

Name of person conducting drill: Matt Zokoe

Title of person conducting drill: Principal

Signature of person conducting drill: Matt Zokoe

Fire (fire chief or designee) present
Name and Title: Chris Myrick C-shift FF

**MUST RETURN TO SECURITY OFFICE WITHIN 24 HOURS OF DRILL
FAX NUMBER 866-7112**