

# School Emergency Drills Documentation Form

Type of Drill:

Time of Drill:

\_\_\_\_\_ Fire Drill (5 required)(3 by 12/1)

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

\_\_\_\_\_ Cardiac Drill (1 required by 10/31)

Name of Reporting School: Valley View

Date of Drill: 1-11-24

Time Drill was held: 1:15 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 2 min

Total Participants: 6660

Remarks: \_\_\_\_\_

This report is for Emergency Drill

Fire# \_\_\_\_\_

out of 5 for school year 20\_\_/20\_\_

Tornado# \_\_\_\_\_

out of 2 for school year 20\_\_/20\_\_

Shelter IP# \_\_\_\_\_

out of 1 for school year 20\_\_/20\_\_

Lockdown# 2

out of 2 for school year 2023/2024

Cardiac# \_\_\_\_\_

out of 1 for school year 20\_\_/20\_\_

Name of person conducting drill: Jeremy Karel

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Fire (fire chief or designee) present

Name and Title: [Signature], Officer RDPS

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