

School Emergency Drill Form

(Name of School)

EVACUATION/FIRE DRILLS

Evacuation of all staff, students, and visitors from the building

Required Emergency Drill Type	Date	Time	Administrator's Signature
Fire Drill # 1			
Fire Drill # 2			
Fire Drill # 3			
Fire Drill # 4			
Fire Drill # 5			

EMERGENCY DRILLS

Lockdown—Internal safety procedures for all staff, students and visitors

Required Emergency Drill Type	Date	Time	Administrator's Signature
Lockdown Drill # 1			
Lockdown Drill # 2			
Lockdown Drill # 3			

TORNADO DRILLS

Internal take-cover safety procedures for all staff, students, and visitors

Required Emergency Drill Type	Date	Time	Administrator's Signature
Tornado Drill # 1			
Tornado Drill #2			