

School Emergency Drill Documentation

Submit for webpage publication within 5 days after the drill.

This drill is for school year 2016-17

Type of Drill

- Fire (5 required - 3 by Dec 1)
- Lockdown (3 required - 1 by Dec 1, 1 after Jan 1)
- Tornado (2 required - 1 in March)

Timing of Drill (1 must not be during class time)

- Standard
- Class Change
- Recess/Lunch
- Other Student pulled alarm

Building: Barclay Hills Education Center

Date: 1/13/2017

Time of Drill: 11:00 AM

Time to Complete: 2.30 minutes

Remarks: Buiding was evacuated in an orderly manner

Name of Person Conducting the Drill: Tina Maxwell

Title of Person Conducting the Drill: Principal

Signature of Person Conducting the Drill: _____

Tina Maxwell

Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title:

Law Enforcement

Name & Title:

Fire

Name & Title: