

# 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

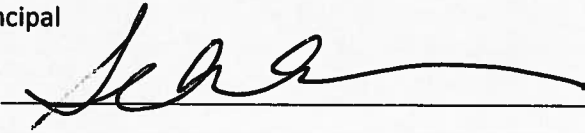
**Building:** Northwood Elementary  
**Time of Drill:** 11:20 AM

**Date:** 2/6/2017  
**Time to Complete:** 20 minutes

**Remarks:** Smoke detector in kitchen set off alarm

**Name of Person Conducting the Drill:** Sarah E Neumann  
**Title of Person Conducting the Drill:** Principal

**Signature of Person Conducting the Drill:** \_\_\_\_\_



### Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title:

Law Enforcement

Name & Title:

Fire

Name & Title: