

Richfield Public School Academy

School Emergency Drills Documentation Form

2015-2016 School Year

School Name: Richfield ELC

Type of Drill

Fire Drill (5 required)

Tornado (2 required)

Lock Down (2 required)

Scheduled Event at Time of Drill

Standard

Lunch/Recess

Other Event

Name of Reporting School: Richfield ELC

Date of Drill: 5/2

Time of Drill 2:50 (AM/PM)

Drill Was: Announced/Unannounced

Exact time required to evacuate/secure building: 2:10 to leave - 4:50 to account for lunch

Total number of participants: 2:50

Comments/Remarks by Drill Conductor: _____

The Report is Emergency Drill Number 5 for the school year.

Name of Person Conducting Drill: Darvin Finkley

Title of person Conducting Drill: Principal

Signature of Person Conducting Drill: 