

# Emergency Drills Documentation Form

Building: DCPR  
Date of Drill: 12/3/2024  
Time Drill was Held: 10 AM  PM

### Type of Drill

- Fire
- Tornado
- Lock Down/Shelter In-Place

### Time of Drill

- Standard
- Class Change
- Recess
- Lunch
- Other: \_\_\_\_\_

Exact time required to evacuate/shelter/secure: 4 minutes.

This report is emergency drill number - of school year ~~2020-2021~~ 2024/2025

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Name of person conducting drill:

Title: Operations Manager  
Signature: Stacey Johnson

Keep original, send to be posted on the website. Must be posted within 30 days of drill.