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School Emergency Drills

Documentation Form

Type of Drill	Time of Drill
Fire Drill (5 required)	Standard
Tornado Drill (2 required)	Class Change
Lock Down/Shelter in Place Drill	Recess
(3 required)	Other Events
Name of Reporting School: Jennings Elementary	
Date of Drill: 9/21/23 Time drill was held:	9:00 am (pm/am)
Exact time required to evacuate/shelter/secure: 5 minutes	
Total Participants: Whole school	
Remarks: One door was not completely shut so that it was locked.	
This report is for emergency drill # 1 for school year 2	23-24
Name of person conducting drill: Mellissa Connin	
Title of person conducting drill: Principal	
Drill Was <u>Coordinated</u> With:	
Emergency Management Coordinator	
Name & Title:	
AND	
Law Enforcement (County Charlet on Chief of Bolice on Desire	an an MCD)
Law Enforcement (County Sheriff or Chief of Police or Designe Name & Title:	e or ivise)
OR	
Fire (Fire Chief or Designee)	
Name & Title:	