Dundee Community Schools

Required Emergency Drill Compliance Form

Each school is required to have emergency drills during the school year. The requirements state that there is to be six (6) fire drills, two (2) tornado drills and two (2) lock down drills. It is recommended that these drills be scheduled during different times during the day. Please complete this form after each drill and provide a copy for the Building Principal to file and one for the Superintendent of Schools.

Date of Drill: 5/3/19

Drill Number of __________

High School Building Riverside Academy Middle/Elementary Building

Type of Drill: __Fire __Tornado __Lock Down __Other, please detail

Time to: _______LaminExit the Building _______Get to the Safe Zone _______Lock Down the Building

Was this a scheduled drill? ______Yes ______No

Procedure Results: ______Excellent ______Good ______Fair ______Poor

Areas of Weakness:

**Doors were left open, which makes checking more difficult.**

Areas of Strengths:

**All staff worked together to get students out of the building.**

Focus for next drill:

**This was unplanned, but it went well. Focus on shutting doors.**

Cc: Building Principal File
Superintendent of Schools