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: 10/11/18 ___________________________________________ Drill Number 2 of 5

_____ High School Building _____ Riverside Academy ______ Middle/Elementary Building

Type of Drill:  ____ Fire  ____ Tornado  ____ Lock Down  ____ Other, please detail

Time to: 4 mins Exit 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: A few classroom doors were left open.

Areas of Strengths: All students were accounted for.

Focus for next drill: All doors to be closed.

Cc: Building Principal
    File
    Superintendent of Schools