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: 11-13-18

Drill Number 3 of 5

____ High School Building ____ Riverside Academy __ Middle/Elementary Building

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

Time: 5 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:
There were a few classroom doors left open.

Areas of Strengths: All students accounted for. Even with students in different areas, we were able to complete this drill and return to the classroom within 11 minutes.

Focus for next drill:

   For every door to be closed

Cc: Building Principal File
Superintendent of Schools