

SCHOOL FIRE & EVACUATION/LOCKDOWN DRILL REPORT

*As per procedure APE023, a copy of this report must be submitted to the Office of the Superintendents on or before January 31 **AND** June 30 of each school year.*

SCHOOL NAME:		SCHOOL YEAR:	
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SEPTEMBER TO JANUARY

FIRE DRILLS					
Drill Date	Fire Alarm Location	Length of Time for Evacuation (Including building check)	Post Drill Recommendations	Required Follow-Up	Principal Initials
1					
2					
3					
LOCKDOWN DRILLS					
Drill Date	Post Drill Recommendations		Required Follow-Up		Principal Initials
1					
<i>Please complete, sign and email a copy of this report the Office of the Superintendents by January 31</i>					
Principal's Signature:					Date:
Superintendent's Signature:					Date:

FEBRUARY TO JUNE

FIRE DRILLS					
Drill Date	Fire Alarm Location	Length of Time for Evacuation (Including building check)	Post Drill Recommendations	Required Follow-Up	Principal Initials
4					
5					
6					
LOCKDOWN DRILLS					
Drill Date	Post Drill Recommendations		Required Follow-Up		Principal Initials
2					
<i>Please complete, sign and email a copy of this report the Office of the Superintendents by June 30</i>					
Principal's Signature:					Date:
Superintendent's Signature:					Date: