

## 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.*

<b>SCHOOL NAME:</b>		<b>SCHOOL YEAR:</b>	
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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>					
<b>Principal's Signature:</b>			<b>Date:</b>		
<b>Superintendent's Signature:</b>			<b>Date:</b>		

### 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					
TORNADO DRILL					
1					
<i>Please complete, sign and email a copy of this report the Office of the Superintendents by June 30</i>					
<b>Principal's Signature:</b>			<b>Date:</b>		
<b>Superintendent's Signature:</b>			<b>Date:</b>		