

# School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill (5 required)  
3 in Fall, 2 in Spring
- Tornado Drill (2 required)  
1 in March
- Lock Down/Shelter in Place Drill  
(3 required)  
1 by Dec 1, 1 after Jan. 1

### Time of Drill

- Standard
- Class Change (1 drill during this time)
- Recess
- Other Events

Name of Reporting School: Grand Rapids Child Discovery Center

Date of Drill: 10/24/22 Time drill was held: 1:10 (pm/am)

Exact time required to evacuate/shelter/secure: 2:30

Total Participants: 330

Remarks: \_\_\_\_\_

This report is for emergency drill # 5 for school year 22-23.

Name of person conducting drill: Trevor Gilbert

Title of person conducting drill: Support Specialist

Signature of person conducting drill: 