

OPSD School Emergency Drills
Documentation Form for the 2015-2016 School Year

This form must be completed for each drill. Upon completion of each drill, please email Jim Nye your signed drill report. Jim will post them on the district website within 5 days of the drill completion and it will remain posted for 3 years.

Type of Drill

Fire Drill (5 required)
3 must take place by December 1, 2015
There must be a "reasonable" interval between each drill

Tornado Drill (2 required)
At least 1 must take place in March 2016

Lock Down/Shelter in Place Drill (3 required)
(Drills in which the occupants are restricted to the interior of the building)
At least 1 taking place by December 1, 2015
At least 1 taking place after January 1, 2016

Time of Drill

Standard
 Class Change
 Recess
 Other Events

Please explain: _____

Name of Reporting School: _____Oak Park High School_____

Date of Drill: _____10/21/15_____ Time drill was held: _____10:40 a.m.____ (am/pm)

Exact time required to evacuate/shelter/secure: _____

This report is for emergency drill # _____2_____ of _____5_____ Total Participants: _____entire school_____

Remarks: _____

Charity Jones

Signature of the school principal/designee acknowledging the completion of the drill

_____Charity Jones_____

Printed name of the individual in charge of conducting the drill, if it is not the school principal