

OPSD School Emergency Drills
Documentation Form for the 2017-2018 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, 2017
There must be a "reasonable" interval between each drill

Tornado Drill (2 required)
At least 1 must take place in March 2018

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, 2017
At least 1 taking place after January 1, 2018

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Please explain: _____

Name of Reporting School: Oak Park Freshman Institute

Date of Drill: October 30, 2017 Time drill was held: 9:15 am

Exact time required to evacuate/shelter/secure: _____

This report is for emergency drill # 1 of 2 Total Participants: 400

Remarks: _____



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

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