



# LIGHTHOUSE ACADEMY

## EMERGENCY DRILL DOCUMENTATION FORM

School Year 2020-2021

School Campus:	Lighthouse Academy [School Name]
Drill # for the School Year: (Example #2/5 Fire, 1/2 Tornado; 1/3 Lockdown)	3/3 WORK DOWN DRILL

### Type of Drill

<input type="checkbox"/>	Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
<input type="checkbox"/>	Tornado Safety Drills (2 required in the school year; 1 must be held in March)
<input checked="" type="checkbox"/>	Lock Down (3 required; 1 before December 1 & 1 after January 1)

Time of Drill: 4/28/22 \*At least one drill is required to not be during class time

Date	<u>4/28/22</u>
Time	<u>1:00 PM</u>
<input checked="" type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes*
<input type="checkbox"/>	Recess or lunch time*
<input type="checkbox"/>	Other time when a significant number of the students are gathered but not in the class room*

Number of Participants	<u>84</u>
Evacuation Time	<u>2 minutes 42 seconds</u>
Comments	
Name of School Principal (or designee):	<u>Stacey Martinez</u>
Signature of School Principal	<u>Stacey M. Martinez</u>
<i>(If drill is conducted by someone other than the school Principal)</i>	
Name and Title of Person Conducting Drill	<u>Suzette Nash, Office Manager</u>

