

School Drill Documentation Form

Type of Drill	Number/Schedule
Fire <input checked="" type="checkbox"/>	Five drills – Three must be completed by December 1
Tornado <input type="checkbox"/>	Two drills – One must be completed in March
Safety/Security <input type="checkbox"/>	Three drills – One must be completed prior to December 1 and one after January 1 <ul style="list-style-type: none">One drill shall include security measures that are appropriate to an emergency, such as the release of a hazardous material.One drill shall include security measures of a potentially dangerous individual on or near the school premises.Seek input from the administration of the school and local public safety on the nature of the drill.

Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: PINEWOOD

Principal: HEATHER BRODI

Date of drill: 05/22/25 Number of students: 328 Number of staff: 40

Time initiated: 1:40pm (a.m./p.m.) Time concluded: 1:43pm (a.m./p.m.)

Situation at Start of the Drill (Check the appropriate box)			
<input type="checkbox"/> Before school	<input type="checkbox"/> During class time	<input checked="" type="checkbox"/> Passing time	<input type="checkbox"/> Recess
<input type="checkbox"/> Lunch time	<input type="checkbox"/> Assembly	<input type="checkbox"/> After school	<input type="checkbox"/> Other:

Remarks:

This report is for:
(circle number next to applicable drill)

Fire drill number 1 2 3 4 5 for the 2023/2024 school year

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Tornado drill number 1 2 for the 2023/2024 school year

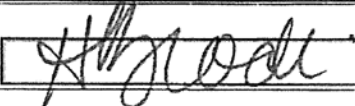
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Safety/Security drill number 1 2 3 for the 2023/2024 school year

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Name of person conducting drill: HEATHER BRODI

Title of person conducting drill: PRINCIPAL

Signature or person conducting drill: 

Date: 5/22/25

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency:		Name:		Title:	
Agency:		Name:		Title:	
Agency:		Name:		Title:	

Must post on the school's website within 30 days after completing the drill.
The form must be maintained on the school website for at least three years.

Drill originally scheduled for 5/21/25, rescheduled due to weather.