

# School Emergency Drills Planning Form

## Type of Drill

**\*\*NOTE:** One drill must occur during a transition time\*\*

Fire Drill

(5 required; three by December 1)

1. 9/5/14 @ 10:00 a.m.
2. 10/15/14 @ 1:30 p.m.
3. 11/3/14 @ 8:30 a.m.
4. 4/13/15 @ 3:00 p.m.
5. 5/14/15 @ 1:00 p.m.

Tornado Drill

(2 required, 1 in March)

1. 10/1/14 @ 3:00 p.m.
2. 3/16/15 @ 12:30 p.m.

Lock Down/Shelter in Place Drill

(3 required, one by Dec. 1 and One after Jan 1.)

1. 9/18/14 @ 8:30 a.m.
2. 4/24/15 @ 12:30 p.m.
3. 5/8/15 @ 9:30 a.m.

Name of Reporting School: Haynor School

Name of person responsible for planning and conducting drills: Erin Schneider

Signature of responsible person: Erin Schneider

Ronda Kapp

**Submit Schedule\* of drills by September 15**

[emd@ioniacounty.org](mailto:emd@ioniacounty.org)

\*Notify the Emergency Management Director if there are any changes to the schedule. If a drill is cancelled, it must be rescheduled within 10 days.

A copy of the School Emergency Drills Documentation Form must be posted onto the school's website within 30 days of the drill and remain on the site for 3 years.