Tekonsha Community Schools
School Drill Documentation Form for 2022-23 School Year

Type of Drill	Number/Schedule
Fire	Five – Three drills must be completed by December 1
Tornado	Two – One drill must be completed in March
Safety/ Security	Three – One drill must be completed prior to December 1 and one after January 1 • 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: Tekonsha Elementary   **Administrator:** JOELLEN O'KEEFE

Date of Drill: 4/10/23   **# of Students:** 78   **# of Staff:** 15

Time Intiatied: 12:45 PM   **Exact Time required to evacuate/shelter/secure:** 1min 19sec

Type of Drill	Situation at Start of the Drill	
☐ Fire 1 2 3 4 5	☑ Standard (during class time)	☐ Recess
☐ Tornado 1 2 3	☐ Before school	☐ Lunch
☑ Safety/Security (Lockdown) 1 2 ③	☐ Passing time	☐ Other:K-2 specials

Remarks:

Name of Person Conducting Drill: Aryn Henry   **Title** DEAN OF STUDENTS

Signature : *Aryn Henry*   **Date:** 4/10/23

This drill was coordinated with

☑ Lt Chris Young, Director of Emergency Management Division, Calhoun County Sheriff's Department

☑ Fire Chief Daryl Cummins of the Tekonsha Fire Department

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.