

# Tekonsha Community Schools

## School Drill Documentation Form for 2023-24 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.
<i>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./</i>	

**School:** Tekonsha Elementary School

**Administrator:** JoEllen OKeefe

**Date of Drill:** 10/18/23

**# of Students:** 85

**# of Staff:** 15

**Time Initiated:** 9:45 AM

**Exact Time required to evacuate/shelter/secure:** 2 min 41 sec

Type of Drill	Situation at Start of the Drill
<input checked="" type="checkbox"/> Fire 1 2 <u>3</u> 4 5 <input type="checkbox"/> Tornado 1 2 3 <input type="checkbox"/> Safety/Security (Lockdown) 1 2 3	<div style="display: flex; justify-content: space-between;"> <div> <input checked="" type="checkbox"/> Standard (during class time)  <input type="checkbox"/> Before school  <input type="checkbox"/> Passing time               </div> <div> <input type="checkbox"/> Recess  <input type="checkbox"/> Lunch  <input type="checkbox"/> Other               </div> </div>

**Remarks:** Unremarkable

**Name of Person Conducting Drill:** Aryn Henry

**Title:** Dean of Students

**Signature:**

*Aryn E. Henry*

**Date:** 10/18/23

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.*