

# 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.

*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 MS/HS**

Administrator: **JoEllen OKeefe**

Date of Drill: **September 21, 2023**

# of Students: **121**

# of Staff: **15**

Time Initiated: **8:30**

Exact Time required to evacuate/shelter/secure: **4:20.72**


Type of Drill	Situation at Start of the Drill
<input type="checkbox"/> Fire 1 2 3 4 5	<input checked="" type="checkbox"/> Standard (during class time)
<input checked="" type="checkbox"/> Tornado ① 2 3	<input type="checkbox"/> Recess
<input type="checkbox"/> Safety/Security (Lockdown) 1 2 3	<input type="checkbox"/> Before school
	<input type="checkbox"/> Lunch
	<input type="checkbox"/> Passing time
	<input type="checkbox"/> Other:Breakfast

Remarks: **Took a little longer because both band and PE were outside and had to return in and get to shelter.**

Name of Person Conducting Drill: **JoEllen O'Keefe**

Title: **Superintendent/K-12 Principal**

Signature :



Date: **09/21/2023**

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.*