

**HANOVER-HORTON SCHOOL DISTRICT EMERGENCY DRILLS
DOCUMENTATION FORM 5-2-3**

Date 11-20

Emergency Drill # 5

School Year 2018-2019

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lockdown / Shelter in Place Drill (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

10:40 (AM) / PM

Reporting School Building Hanover Horton Elementary

Exact time required to evacuate 4 minutes 45 seconds

Total Participants 563

Remarks All Teachers, Staff and Students were in the correct place and position within 2 minutes. It took about 2 more minutes to check doors.

Staff Conducting Drill

Peni Rapot / Sec.
Name / Title

Angie Bever / ISS / Sec
Name / Title

Joe Ayers / Principal
Name / Title

Drill Coordinated With:

Emergency Management Coordinator _____
Name / Title

Law Enforcement _____
Name / Title

Fire Designee _____
Name / Title

Joe Ayers
Joe Ayers, Principal