

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

Date 11/4/2019

Emergency Drill # 4 (Fire #3)

School Year 2019-2020

Type of Drill

Time of Drill

2:17

AM/PM (PM)

☒ Fire Drill (5 required)

☐ Standard

☐ Tornado Drill (2 required)

☒ Class Change

☐ Lockdown / Shelter in Place Drill (3 required)

☐ Recess

☐ Other Events

Reporting School Building

Elementary

Exact time required to evacuate

2, 51

minutes seconds

Total Participants

589

Remarks

Total includes adults and includes
GSRP & Latchkey.

Staff Conducting Drill

Renee Baptist / Secretary
Name / Title

Curtis Secretary
Name / Title

Name / Title

Drill Coordinated With:

☐ Emergency Management Coordinator

Name / Title

☐ Law Enforcement

Name / Title

☐ Fire Designee

Name / Title

Joe Ayers, Principal

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

Date 11/19/2019

Emergency Drill # 1st Total, 5th Total School Year 2019-2020

Type of Drill

Time of Drill

1:44

AM / PM

☐ Fire Drill (5 required)

☒

Standard

☒ Tornado Drill (2 required)

☐

Class Change

☐ Lockdown / Shelter in Place Drill (3 required)

☐

Recess

☐

Other Events

Reporting School Building Hanover Horton Elementary

Exact time required to evacuate 10 minutes 00 seconds

Total Participants 617

Remarks This includes GSRP and Latchkey.

Staff Conducting Drill

Peni L. Basset Secretary (L) Secretary

Name / Title

Name / Title

Name / Title

Drill Coordinated With:

☐

Emergency Management Coordinator:

Name / Title

☐

Law Enforcement

Name / Title

☐

Fire Designee

Name / Title

Joe Ayers, Principal

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

Date 01/28/2020

Emergency Drill # 6 (Lockdown #2)

School Year 2019-2020

Type of Drill

Time of Drill

9:56 (AM) (PM)

☐ Fire Drill (5 required)

☒ Standard

☐ Tornado Drill (2 required)

☐ Class Change

☒ Lockdown / Shelter in Place Drill (3 required)

☐ Recess

☐ Other Events

Reporting School Building Hanover Horton Elementary

Exact time required to evacuate N A
minutes seconds

Total Participants 625 including GSRP & Latchkey

Remarks 2 doors unlocked at Latchkey & 1 GSRP
Addressed the doors with both & they
will correct.

Staff Conducting Drill

Leni L. Bapst / Secretary

Name / Title

Name / Title

Name / Title

Drill Coordinated With:

☐ Emergency Management Coordinator: _____

Name / Title

☒ Law Enforcement

Ben Roe / Deputy

Name / Title

☐ Fire Designee

Name / Title

Joe Ayers, Principal

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

Date 11/13/19

Emergency Drill # 3 (Lockdown #1)

School Year 2019

Type of Drill

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

Time of Drill

10:30

(AM) / PM

- ☒ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Events

Reporting School Building Hanover-Horton Middle School

Exact time required to evacuate _____ / _____
minutes seconds

Total Participants 258

Remarks _____

Staff Conducting Drill

Denise Bergstrom, Principal

Name / Title

Name / Title

Name / Title

Drill Coordinated With:

☒ Emergency Management Coordinator

Isaac Cottrell, Principal
Name / Title

☒ Law Enforcement

Benny Roe
Name / Title

☐ Fire Designee

Name / Title

Denise Bergstrom
Denise M. Bergstrom, Principal

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

Date Jan 22, 2020

Emergency Drill # 4 (Lockdown #2)

School Year 2019-20

Type of Drill

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

Time of Drill

- 9:40 (AM) PM
- ☒ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Events

Reporting School Building Hanover-Horton Middle School

Exact time required to evacuate _____ / _____
minutes seconds

Total Participants 258

Remarks _____

Staff Conducting Drill

Denise Bergstrom / Principal
Name / Title

Name / Title

Name / Title

Drill Coordinated With:

☒ Emergency Management Coordinator

Isaac Cottrell / Principal
Name / Title

☒ Law Enforcement

Benny Roe
Name / Title

☐ Fire Designee

Name / Title

Denise Bergstrom
Denise M. Bergstrom, Principal

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

Date 11/13/19

Emergency Drill # 3 (Lockdown #1)

School Year 19/20

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

10:30

AM / PM

Reporting School Building High

Exact time required to evacuate /
minutes seconds

Total Participants 350

Remarks _____

Staff Conducting Drill

Isaac Cottrell -

Name / Title

Principal

Name / Title

Name / Title

Drill Coordinated With:

☐ Emergency Management Coordinator

Name / Title

☒

Law Enforcement

Ben Roe

Name / Title

☐

Fire Designee

Name / Title

Isaac Cottrell, Principal

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

Date 1/22/2020

Emergency Drill # 4 (Lockdown #2)

School Year 19/20

Type of Drill

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

Time of Drill

- ☒ Standard 9:40 AM PM
☐ Class Change
☐ Recess
☐ Other Events

Reporting School Building High

Exact time required to evacuate 2 1
minutes seconds

Total Participants 350

Remarks _____

Staff Conducting Drill

Isaac Cottrell

Name / Title

Principal

Name / Title

Name / Title

Drill Coordinated With:

☐ Emergency Management Coordinator

Name / Title

☒ Law Enforcement

Ben Roe

Name / Title

☐ Fire Designee

Name / Title

Isaac Cottrell, Principal