

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

Date 3-4-25
Emergency Drill # 7 School Year 2024-25
Type of Drill Time of Drill 10:05 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 _____ / _____
minutes seconds
Total Participants 500+
Remarks 3 pre-school classes

Staff Conducting Drill

Joe Ayers Emilia Garrison Kalya Budd
Melissa Duffin
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

Melissa Duffin

Assistant Principal