



### Emergency Drill Evaluation Report

Type of drill: Fire Date of drill: 1/26/24  
Time drill started: 12:35 PM Time drill concluded: \_\_\_\_\_  
Exact time required to evacuate/shelter/secure: 1 min 33 sec  
Time alarm sounded: 12:35 PM  
Time when all employees cleared the building and were accounted for: 1 min 33 Sec

Remarks:

Lunchtime - Cleared building,  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # \_\_\_\_\_ for school year 24-25.  
Name of person conducting drill: Alex Elfe  
Title of person conducting drill: [Signature]  
Signature of person conducting drill: \_\_\_\_\_

Drill was coordinated with:

- \_\_\_\_\_ Emergency Management Coordinator  
Name & Title \_\_\_\_\_
- \_\_\_\_\_ Law Enforcement  
Name & Title \_\_\_\_\_
- \_\_\_\_\_ Fire Chief or designee  
Name & Title \_\_\_\_\_