



School Safety Drill Record 2019-2020

School Name: Duncan Elementary School

Fire Drills

(reasonably spaced; 3 of the 5 must be held by Dec. 1st)

Conducted by: Sharon Coil	Date: 9/13/2019	Time: 2:45 pm
Conducted by: Elaine Nadolski	Date: 9/30/2019	Time: 1:30 pm
Conducted by: Sharon Coil	Date: 10/14/2019	Time: 2:45 pm
Conducted by:	Date:	Time:
Conducted by:	Date:	Time:

Tornado Safety Drill

(one shall occur in March)

Conducted by: Sharon Coil	Date: 9/18/2019	Time: 2:45 pm
Conducted by:	Date:	Time:

Lock Down or Shelter-in-Place Drill

(reasonably spaced; at least 1 before Dec. 1st and 1 after Jan. 1st)

Conducted by: Sharon Coil	Date: 11/22/2019	Time: 2:45 pm
Conducted by:	Date:	Time:
Conducted by:	Date:	Time:

NOTE: one of the 10 drills listed above must occur during a lunch, recess or other period when a significant number of students are gathered but not in the classroom.

Sharon Coil

Principal's Signature

Sharon Coil

Printed Name