

## School Drill Documentation

| Type of Drill   | Number/Schedule  |
|-----------------|--|
| Fire            | Five drills – Three must be completed by December 1  |
| Tornado         | Two drills – One must be completed in March  |
| Safety/Security | Three drills – One must be completed prior to December 1 and one after January 1 <ul style="list-style-type: none"> <li>One drill shall include security measures that are appropriate to an emergency, such as the release of a hazardous material.</li> <li>One drill shall include security measures of a potentially dangerous individual on or near the school premises.</li> <li>Seek input from the administration of the school and local public safety on the nature of the drill.</li> </ul> |

Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Eastside Christian School Principal: James Holstege

Date of drill: 10/15/2025 Number of students: 56 Number of Staff: 8

Time initiated: 2:05  a.m.  p.m. Time concluded 2:08  a.m.  p.m.

| Situation at Start of the Drill (Check the appropriate box) |  |                                       |  |
|---|--|---------------------------------------|--|
| <input type="checkbox"/> Before school                      | <input type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input checked="" type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time                         | <input type="checkbox"/> Assembly          | <input type="checkbox"/> After school | <input type="checkbox"/> Other:            |

Remarks:

This report is for: (check box next to applicable drill)


Fire drill number  1  2  3  4  5 for the 2025-26 school year

Tornado drill number  1  2 for the \_\_\_\_\_ school year

Safety/Security drill number  1  2  3 for the \_\_\_\_\_ school year

Name of person conducting drill: James Holstege

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 10/20/2025

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_

Agency: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_

Agency: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Must post on the school's website within 30 days after completing the drill.  
 The form must be maintained on the school website for at least three years.*