

2024-2025 School Emergency Drill Form

Ottawa Elementary School

Evacuation/Fire Drills

Evacuation of all staff, students, and visitors from the building

Required Emergency Drill Type	Date	Time	Administrator's Signature
Fire Drill #1	9/25/24	9:30am	Joel Sk
Fire Drill #2	10/21/24	1:00pm	Joel Sk
Fire Drill #3	11/25/24	8:30am	Joel Sk
Fire Drill #4			
Fire Drill #5			
Required Emergency Drill Type	Date	Time	Administrator's Signature
Lockdown Drill #1	9/17/24	10:00am	Jodi Sk
Lockdown Drill #2	11/14/24	12:25pm	Joel Sk
Lockdown Drill #3			
Required Emergency Drill Type	Date	Time	Administrator's Signature
Tornado Drill #1	12/5/24	9:30am	Joel Sk
Tornado Drill #2			