

**EMERGENCY DRILL REPORT
BETHLEHEM AREA SCHOOL DISTRICT**

(Instructions: Prepare in duplicate. Forward original copy to the Facilities Department. File copy in school office.)

School
For the school month of 20..... Principal

FIRE DRILL

- SCHEDULED DRILL OR**
 NOT SCHEDULED DRILL

Date
Time
Minutes Seconds

Participation
Number of Students
Staff

General Comments*
.....
.....
.....

EMERGENCY MANAGEMENT DRILL

- EVACUATION** **SHELTERING/LOCKDOWN**
 SEVERE WEATHER

Date
Time
Minutes Seconds

Participation
Number of Students
Staff

General Comments*
.....
.....
.....

*Such items as exits blocked, pupil location (auditorium program, class change, homeroom dismissal, etc.), extraordinary weather, principal absent, unusual number of substitute teachers, and in general, any other remarks which would materially cause any deviation from normal evacuation time.

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