

21-22 RAO Drill Documentation Form

Emergency Drill Documentation

School Year 2022-2023

District/Site Clayton Public Schools - 2023-2024

Principal Dr. Marsha Gore

Type of Drill	Drill Window	Date of Drill --/--/--	Report drills to schoolsecurity.ok.gov	Evacuation/Drill Time & Comments
FIRST SEMESTER				
Fire Drill #1	Within first 15 days of first semester	08/17/2023	Not required to be Logged but recommended	10:30 am
Security Drill #1	Within first 15 days of first semester	08/16/2023		9:30 am
Tornado Drill #1	September	09/12/2023		9:15 am
Security Drill #2	Anytime during first semester	09/21/2023		9:15
Other Drill	Anytime during year			
SECOND SEMESTER				
Fire Drill #2	Within first 15 days of second semester	01/09/2024	Not required to be Logged but recommended	9:15 am
Security Drill #3	Within first 15 days of second semester	01/08/2021		9:05 am
Tornado Drill #2	March	02/26/2024		12:15 pm
Security Drill #4	Anytime during second semester			
Other Drill	Anytime during year	03/12/2024		8:30 am
TRANSPORTATION				
Bus Evacuation Drill #1	Recommended: Within first 2 weeks of first semester	08/17/2024	Not required to be Logged but recommended	3:00 pm
Bus Evacuation Drill #2	Recommended: Within first 2 weeks of second semester	01/11/2024	Not required to be Logged but recommended	3:00 pm

*Use input from safety committee to determine drills that are pertinent to your specific area. Do not keep repeating fire or bus evacuation as additional drills. This will serve as documentation that you have done everything possible to keep your students, teachers, and staff safe should anything ever happens. Examples include: Earthquake, missing student, prison break, grass fires, truck or train crash, etc.

****Each drill should be done as a stand-alone drill. Multiple drills should NOT be conducted during the same time frame.**