# Logo  Description automatically generatedOffice of the Superintendent of Catholic Schools

**Diocese of Shreveport**

3500 Fairfield Avenue  Shreveport, LA 71104  318-868-4441  800-868-5057

# Lockdown/Intruder Drill or Actual Report

# SY 20\_\_\_\_ - 20\_\_\_\_\_

This form is to be used for lockdown/intruder drills (e.g., lockdown- all levels, intruder, or armed intruder) and actual instances of use of the protocol. Update this form whenever the school has a drill or situation (lockdown or intruder) and then submit a copy to the Superintendent's Office.

**School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date of Drill** | **Time of Drill** | **Drill or Actual****(circle one)** | **Reason/Type** | **Time Sheltered** | **Comments** |
|  | am / pm | D / A |  |  |  |
|  | am / pm | D / A |  |  |  |
|  | am / pm | D / A |  |  |  |
|  | am / pm | D / A |  |  |  |
|  | am / pm | D / A |  |  |  |
|  | am / pm | D / A |  |  |  |
|  | am / pm | D / A |  |  |  |