

Lockdown / Lockout Debrief Form

School:

Leader Notified: Yes No

Name of Person Completing form:

Date:

Staff Involved:

1.

2.

3.

4.

What do you feel went well? Why?

Communication

Definition of Roles

Education

Use of Emergency Guidelines

Process Flow

What do you feel could use improvement? Why?

Communication

Definition of Roles

Education

Use of Emergency Guidelines

Process Flow

Please provide a brief description of the situation:

Lockdown / Lockout Debrief Form

On a scale of 0-10, please make a check mark by your comfort level *in this situation* with the process of knowing what to do in the Lockdown/Lockout at your school/childcare site with 10 being the most comfortable and 0 being the most uncomfortable:

0 1 2 3 4 5 6 7 8 9 10

How long was it from the time the incident happened (or was first responded to) to the time someone called 911?

Please specify in minutes: _____