

# School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

### Time of Drill

- Standard
- Class Change
- Recess
- Other Events

**Transition Time**

Name of Reporting School: Freedom Acres School

Date of Drill: July 15, 2021 Time drill was held: 1:50 (pm/am)

Exact time required to evacuate/shelter/secure: 2 minutes 29 seconds

Total Participants: 86 participants

Remarks: Pull station closest to the office was pulled during an afternoon transition time. Teachers followed procedures for the fire drill and it was a very structured drill. One teacher held up a red card and shared that her learner followed a normal routine and loaded on his bus. This validated the importance of practicing during a true transition time and great communication.

This report is for emergency drill # 1 for school year 2021-22.

Name of person conducting drill: Angela Miller

Title of person conducting drill: Principal

Signature of person conducting drill: \_\_\_\_\_

*Angela Miller*

Drill Was Coordinated With:

- Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

- Fire (fire chief or designee)  
Name & Title \_\_\_\_\_