

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

Name of Reporting School: Freedom Acres School

Date of Drill: 9/22/16 Time drill was held: 1:00 (pm/am)

Exact time required to evacuate/shelter/secure: 5 minutes

Total Participants: 69

Remarks: It went well. All adults helped with wheelchairs and holding doors. Great collaboration.

This report is for emergency drill # 1 for school year 2016-17.

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 _____