

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: 12/4/17 Time drill was held: 10:55 am (pm/am)

Exact time required to evacuate/shelter/secure: 4 minutes

Total Participants: 94 participants

Remarks: Drill went very well and was efficient! Teachers followed procedure and a teacher had her red card visible because a staff member was on break. Utilized Remind to communicate with staff, who commute to other schools and were on home visits. Our school added a new classroom and this was a great opportunity for them to practice their first tornado drill in our school building.

This report is for emergency drill #6 for school year 2017-18.

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 _____