

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

See Remarks

Name of Reporting School: Freedom Acres School

Date of Drill: 10/5/18 Time drill was held: 12:35 (pm/am)

Exact time required to evacuate/shelter/secure: 2 minutes & 52.46 seconds

Total Participants: 95 participants

Remarks: Utilized Remind App to communicate with East Campus and staff members outside of the building. Staff followed procedures and adjusted based on learner refusing to leave the gym. Teacher locked down the gym and provided security.

This report is for emergency drill # 5 for school year 2018-19.

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 _____