

# 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

Date of Drill: October 11, 2018 Time drill was held: 10:30 (pm/am)

Exact time required to evacuate/shelter/secure: 8 minutes 23 seconds

Total Participants: 92 participants

Remarks: Learners were in their assigned classrooms and many learners were transitioned from assistive equipment back to their wheelchairs. Staff utilized procedures and communicated any unaccounted staff or learners with color system. REmind was utilized to communicate the drill to staff, who were off campus or on home visits.

This report is for emergency drill #6 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 \_\_\_\_\_