

# 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: January 4, 2022 Time drill was held: 10:18 (pm/am)

Exact time required to evacuate/shelter/secure: 3 minutes 7 seconds

Total Participants: 108 participants

Remarks: Teachers followed procedures and accounted for all learners during our lockdown drill. This drill was scheduled for our second return to learn day after the winter break. Walkie talkies and the PA were employed as communication strategies. Staff responded quickly to the announcement of the drill and all hallways were vacated.

This report is for emergency drill #8 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 \_\_\_\_\_