School Emergency Drills
Documentation Form

Type of Drill   **Time of Drill**

- ☐ Fire Drill (6 required)   ☐ Standard
- ☐ Tornado Drill (2 required)   ☐ Class Change
- ☑ Lock Down/Shelter in Place Drill   ☐ Recess
  (2 required)   ☐ Other Events

Name of Reporting School: *Calvary Bible Academy*

Date of Drill: *Jan 20 2015*   Time drill was held: *9:50* (pm/am)

Exact time required to evacuate/shelter/secure: *1:30*

Total Participants: *17*

Remarks: *During recess. Students and staff did well.*

This report is for emergency drill # *2* for school year *2016*.

Name of person conducting drill: *Stacy Welder*

Title of person conducting drill: *Principal*

Signature of person conducting drill: *Stacy Welder*

Drill Was <u>Coordinated</u> With:

- ☐ Emergency Management Coordinator
  Name & Title *Dave Smith*
      Cass County

  AND

- ☐ Law Enforcement (county sheriff or chief of police or designee or MSP)
  Name & Title

  OR

- ☐ Fire (fire chief or designee)
  Name & Title