

School Emergency Drills Documentation Form

Type of Drill

Time of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (2 required)

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: _____

Date of Drill: Sept 7 2018 Time drill was held: 10:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1:55

Total Participants: 18

Remarks: Response was slow. Worked on a few problem areas. will improve. New students were helped.

This report is for emergency drill # 1 for school year 2018.

Name of person conducting drill: Stacey Wilder

Title of person conducting drill: Administrator

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Dave Smith (Russ County)

OR

Fire (fire chief or designee)
Name & Title _____