

# School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Blocker Drill  
(2 required)

### Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: \_\_\_\_\_

Date of Drill: \_\_\_\_\_ **November 19** \_\_\_\_\_ Time drill was held: \_\_\_\_\_ **@ 9:45 a.m.** \_\_\_\_\_

Exact time required to evacuate/shelter/secure: \_\_\_\_\_ **21 minutes** \_\_\_\_\_.

Total Participants: \_\_\_\_\_ **students and staff** \_\_\_\_\_


Remarks: \_\_\_\_\_

This report is for emergency drill #2 for school year: \_\_\_\_\_ **2018/2019** \_\_\_\_\_

Name of person conducting drill: \_\_\_\_\_ **Wayne Piercefield III** \_\_\_\_\_

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Title of person conducting drill: \_\_\_\_\_ **Principal** \_\_\_\_\_

Signature of person conducting drill: \_\_\_\_\_  \_\_\_\_\_

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 \_\_\_\_\_