

# School Emergency Drills Documentation Form

## Type of Drill

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

## Time of Drill

- Standard  
 Class Change  
 Recess  
 Other Events

Name of Reporting School: Portland High School

Date of Drill: 9/15/22 Time drill was held: 1:10 (pm/am)

Exact time required to evacuate/shelter/secure: 1:40

Total Participants: ~600 kids

Remarks: slow exit - need to hurry a bit

This report is for emergency drill # 1/6 for school year 2022-23

Name of person conducting drill: Jamie Dewitt

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 \_\_\_\_\_