

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: 10/27/21 Time drill was held: 12:30 (pm/am)

Exact time required to evacuate/shelter/secure: 11 min -

Total Participants: 1600

Remarks: all clear - functioning doors & desks

This report is for emergency drill # 1/2 for school year 2021-2022

Name of person conducting drill: Jamie Dewitt

Title of person conducting drill: Principal

Signature of person conducting drill: Jamie Dewitt

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title Jamie Dewitt Principal

AND

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

OR

Fire (fire chief or designee)
Name & Title _____