

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: 3/15/21 Time drill was held: 9:30 AM (pm/am)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 6000 students/staff

Remarks: Practice drill w/ expectations for threat of COVID

This report is for emergency drill # 2/2 for school year 2020-21

Name of person conducting drill: Jamie DeWitt

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title [Signature] Principal

AND

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

OR

Fire (fire chief or designee)
Name & Title _____