

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 required)
- Tornado Drills (2 required)
- Lock Down/Shelter in Place Drill
(2 required) Other Events

Time of Drill

- Standard
- Class Change
- Recess

Name of Reporting School: _____

Date of Drill 2-2-23 Time drill was held at 1:00 am/pm
Exact time required to evacuate/shelter/secure: _____


Total Participants 375

Remarks _____

This report is for emergency drill # 7 for school year

Name of person conducting drill Mary Jo Raetz/Shannon

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, chief of police or designee or MSP)
Name & Title _____

OR

Fire chief or designee
Name & Title _____