

School Emergency Drills

Documentation Form

Type of Drill

- ☒ Fire Drill (5 required)
☐ Tornado Drill (2 required)
☐ Lock Down/Shelter in Place Drill
(3 required)

Time of Drill

- ☐ Standard
☐ Class Change
☐ Recess
☐ Other Events

Name of Reporting School:

John R. Lewis Elementary

Date of Drill:

9/21/22

Time drill was held:

10:00

(pm/am)

Exact time required to evacuate/shelter/secure:

3:49.32 min

Total Participants:

124 + Headstart = 140

Remarks:

This report is for emergency drill #

1

for school year

2022-2023

Name of person conducting drill:

Jill Weatherwax

Title of person conducting drill:

Principal

Signature of person conducting drill:

[Signature]

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 _____