

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: Woodland Elementary

Date of Drill: 9/13/22 Time drill was held: 10:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1 min 23 secs

Total Participants: 850+

Remarks: _____

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

Name of person conducting drill: Darren Petschar

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: Brian Metras, Pete Schlitt

OR

- ☐ Fire (fire chief or designee)
Name & Title: _____