

# 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: 9-19-22 Time drill was held: 8:40 (pm/am)

Exact time required to evacuate/shelter/secure: approximately 1 min

Total Participants: 850+

Remarks: \_\_\_\_\_

This report is for emergency drill # 2 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: \_\_\_\_\_