

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 6-6-23 Time drill was held at 11 am/pm
Exact time required to evacuate/shelter/secure: 11:00 11:09

Total Participants 420

Remarks _____

This report is for emergency drill # 11 for school year

Name of person conducting drill MJRS

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 _____