

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: Sharp Park Academy

Date of Drill: 5/30/23 Time drill was held: 1:12 (pm/am)

Exact time required to evacuate/shelter/secure: 2:54

Total Participants: 324

Remarks: People locked in Media Center need to check external doors

This report is for emergency drill # 3 for school year 23/23

Name of person conducting drill: Jasper Lusby

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 _____