

# 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 Reporting School:

**Dibble Elementary**

Date of Drill: 1/20/22

Time drill was held: 9:35 (am/pm)

Exact time required to evacuate/shelter/secure: 2 min 30 sec

Total Participants: 300

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

This report is for emergency drill# 6 for school year 2021-2022

Name of person conducting drill: Marti Kuhn / Trudy Wright

Title of person conducting drill: Principal / TIC

Signature of person conducting drill: \_\_\_\_\_

*Trudy Wright*

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)

OR

Fire (fire chief of designee)  
Name & Title \_\_\_\_\_