

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 5/16/2022 Time drill was held at 12:30 am/pm
Exact time required to evacuate/shelter/secure: 4:30 _____

Total Participants 358

Remarks _____

This report is for emergency drill # 11 for school year

Name of person conducting drill Mary Jo Raczkowski-Shannon

Title of person conducting drill Principal

Signature of person conducting drill _____
Mary Jo Raczkowski-Shannon

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 _____