

# 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: JPS Montessori

Date of Drill: 11/2/21 Time drill was held: 9:00am (pm/am)

Exact time required to evacuate/shelter/secure: 1:46

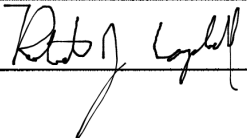
Total Participants: 120

Remarks: This went smoothly. This time, students stayed to the center of the hallway and away from the doors and glass case. We need a plan for where students in STEAM line up, but I've already got that figured out and will talk with the teacher.

This report is for emergency drill # 3 for school year 2021/22.

Name of person conducting drill: Rob Campbell

Title of person conducting drill: Interim Principal

Signature of person conducting drill: 

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 \_\_\_\_\_