

# 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: Middle School at Parkside / 4SLC

Date of Drill: 2-24-22 Time drill was held: 12:30 (pm/am)

Exact time required to evacuate/shelter/secure: 2:47.15  
MSP 799


Total Participants: 4SLC 46

Remarks: Doors locked Lights off, shades drawn away from window. P.E. Acoustics are hard to communicate.

This report is for emergency drill # 3 for school year 21-22.

Name of person conducting drill: Robert Bertke

Title of person conducting drill: Asst. 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 \_\_\_\_\_