

School Emergency Drills Documentation Form

Type of Drill

Time of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Sharp Park Academy

Date of Drill: 9/17 Time drill was held: 10:08 (pm/am)

Exact time required to evacuate/shelter/secure: 3:01

Total Participants: 291

Remarks: Manusubs in building w/out keys. Room 2, 10, 1 only lock w/ key from outside door.

This report is for emergency drill # 1 for school year 21/22

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 _____