

# 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 Reporting School: Cascades Elementary

Date of Drill: 1-22-21 Time drill was held: 9:32 (am/pm)

Exact time required to evacuate/shelter/secure: 5 min.

Total Participants: 250

Remarks: make-up of drill scheduled for 1/19/21 (soft lockdown)

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This report is for emergency drill# 3 for school year 2020-2021

Name of person conducting drill: Martin Dubois

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)

OR

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