

# School Emergency Drills Documentation Form

## Type of Drill

- Fire Drill (6 required)  
 Tornado Drill (2 required)  
 Lock Down/Shelter in Place Drill  
(2 required)

## Time of Drill

- Standard  
 Class Change  
 Recess  
 Other Events

Name of Reporting School: McIntyre Elementary

Date of Drill: 10/4/21 Time drill was held: 1:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1:00 p.m.

Total Participants: 325 (+)

Remarks: \_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 2 for school year 2021/2022

Name of person conducting drill: Kimberly Beckwith

Title of person conducting drill: Principal

Signature of person conducting drill: Kimberly Beckwith

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 \_\_\_\_\_

Updated on  
Oakland  
11/3/21