

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: Woodland Elementary

Date of Drill: 1/9/25 Time drill was held: 1:15 (pm/am)

Exact time required to evacuate/shelter/secure: less than 1 min

Total Participants: 900+

Remarks: lockdown - Threatening - used new Informa cast language.
2nd Lockdown drill

This report is for emergency drill # 6 for school year 2024-25.

Name of person conducting drill: Kristina Brazeau

Title of person conducting drill: Principal

Signature of person conducting drill: Kristina Brazeau

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: _____