School Emergency Drills
Documentation Form

Type of Drill

X Fire Drill

_____ Tornado Drill

_____ Lock Down/Shelter in place

_____ Other _____

Time of Drill

X Standard

_____ Class Change

_____ Recess

X Other - Breakfast

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 5/7/25 Time of Drill: 8:45 (a.m.)

Exact time required to evacuate/shelter/secure: 2:09

Total Participants: 69 - Students 18 - Staff

Remarks:
PK/ECSE Classroom GSRP @ Breakfast

This report is for emergency drill # 10 for School year 24/25

Name of person conducting drill: Allison Winck

Title of person conducting drill: Early Childhood Drector

Signature of person conducting drill: Allison Winck

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

_____ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title _____

_____ Fire (Fire Chief or designee)
Name & Title _____

School Emergency Drills
Documentation Form

Type of Drill

__X__ Fire Drill

_____ Tornado Drill

_____ Lock Down/Shelter in place

_____ Other _____

Time of Drill

__X__ Standard

_____ Class Change

__X__ Recess

__X__ Other

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 4/8/24 Time of Drill: 9:02 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 min 7 sec.

Total Participants: 65-students 16-Staff

Remarks: GSRP @ Recess/Breakfast PK and ECSE in classrooms

This report is for emergency drill # 9 for School year 24/25

Name of person conducting drill: Allison Winck

Title of person conducting drill: Early Childhood Drector

Signature of person conducting drill: Allison Winck

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

_____ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title _____

_____ Fire (Fire Chief or designee)
Name & Title _____

School Emergency Drills
Documentation Form

Type of Drill

_____ Fire Drill

__X__ Tornado Drill

_____ Lock Down/Shelter in place

_____ Other _____

Time of Drill

_____Standard

_____Class Change

_____Recess

_____Other

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 3/19/25 Time of Drill: 1:00 (a.m. ~~p.m.~~)

Exact time required to evacuate/shelter/secure: 1:40

Total Participants: 65

Remarks:

_____

_____

This report is for emergency drill # 8 for School year 24/25

Name of person conducting drill: Allison Winck

Title of person conducting drill: Early Childhood Drector

Signature of person conducting drill: Allison Winck

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

_____ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title_____

_____ Fire (Fire Chief or designee)
Name & Title_____

School Emergency Drills
Documentation Form

Type of Drill

_____ Fire Drill

_____ Tornado Drill

__X__ Lock Down/Shelter in place

_____ Other _____

Time of Drill

_____ Standard

_____ Class Change

__X__ Recess

__X__ Other - Lunch

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 3/4/24 Time of Drill: 12:15 (a.m./(p.m.))

Exact time required to evacuate/shelter/secure: _____

Total Participants: _____

Remarks:
GSRP finishing lunch/recess DK @ lunch

This report is for emergency drill # 7 for School year

Name of person conducting drill: Allison Winck

Title of person conducting drill: Early Childhood Drector

Signature of person conducting drill: Allison Winck

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

__X__ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title Kyle Kirstin - SRO

_____ Fire (Fire Chief or designee)
Name & Title _____

School Emergency Drills
Documentation Form

Type of Drill

_____ Fire Drill

_____ Tornado Drill

__X__ Lock Down/Shelter in place

_____ Other _____

Time of Drill

_____Standard

_____Class Change

_____Recess

_____Other

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 1/15/25 Time of Drill: 11:05 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 68

Remarks:
GSRP strating to go to lunch DK; ECSE in classrooms

This report is for emergency drill # 6 for School year 24/25

Name of person conducting drill: Allison Winck

Title of person conducting drill: Early Childhood Drector

Signature of person conducting drill: Allison Winck

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

__X__ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title Kyle Kirstin - SRO

_____ Fire (Fire Chief or designee)
Name & Title _____

School Emergency Drills
Documentation Form

Type of Drill

_____ Fire Drill

__X__ Tornado Drill

_____ Lock Down/Shelter in place

_____ Other _____

Time of Drill

__X__ Standard

_____ Class Change

_____ Recess

_____ Other

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 11/26/24 Time of Drill: 10:30 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 min. 54 sec.

Total Participants: 64 students - 16 staff

Remarks:
trouble with speakers - need to look into it

This report is for emergency drill # 5 for School year 24/25

Name of person conducting drill: Allison Winck

Title of person conducting drill: Early Childhood Drector

Signature of person conducting drill: Allison Winck

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

_____ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title _____

_____ Fire (Fire Chief or designee)
Name & Title _____

School Emergency Drills
Documentation Form

Type of Drill

_____ Fire Drill

_____ Tornado Drill

__X__ Lock Down/Shelter in place

_____ Other _____

Time of Drill

__X__ Standard

_____ Class Change

_____ Recess

_____ Other

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 11/13/24 Time of Drill: 9:45 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 64 students - 16 staff

Remarks:

N/A

This report is for emergency drill #_____ for School year

Name of person conducting drill: Allison Winck

Title of person conducting drill: Early Childhood Drector

Signature of person conducting drill: Allison Winck

Drill was coordinated with:

_____ Emergency Management Coordinator

Name & Title _____

__X__ Law Enforcement (County Sheriff or Chief of Police or designee of MSP) City Police

Name & Title Kyle Kirsten - SRO

_____ Fire (Fire Chief or designee)

Name & Title _____

School Emergency Drills
Documentation Form

Type of Drill

X Fire Drill

_____ Tornado Drill

_____ Lock Down/Shelter in place

_____ Other _____

Time of Drill

_____ Standard

_____ Class Change

_____ Recess

X Other - Rest Time

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 11/6/24 Time of Drill: 1:30 (a.m.) (p.m.)

Exact time required to evacuate/shelter/secure: 1 min. 45 sec.

Total Participants: 63 students - 15 staff

Remarks:
GSRP students were in the middle of rest time.
Staff did a great job closing doors.

This report is for emergency drill # 3 for School year 24/25

Name of person conducting drill: Allison Wirick

Title of person conducting drill: Early Childhood Director

Signature of person conducting drill: Allison Wirick

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

_____ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title _____

_____ Fire (Fire Chief or designee)
Name & Title _____

School Emergency Drills
Documentation Form

Type of Drill

X Fire Drill

_____ Tornado Drill

_____ Lock Down/Shelter in place

_____ Other _____

Time of Drill

_____ Standard

X Class Change

_____ Recess

_____ Other

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 10/22/24 Time of Drill: 11:20 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 min 17 sec

Total Participants: 62 students, 15 staff = 77 total

Remarks:
- Transitions to lunch and end of day for ECSE program
- Classroom doors

This report is for emergency drill # 2 for School year 24/25

Name of person conducting drill: Allison Wirick

Title of person conducting drill: Early Childhood Director

Signature of person conducting drill: Allison Wirick

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

_____ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title _____

_____ Fire (Fire Chief or designee)
Name & Title _____

School Emergency Drills
Documentation Form

Type of Drill

X Fire Drill

_____ Tornado Drill

_____ Lock Down/Shelter in place

_____ Other _____

Time of Drill

X Standard

_____ Class Change

_____ Recess

_____ Other

Name of Reporting School: **Bailey Early Childhood Center**

Date of Drill: 9/24/24 Time of Drill: 10:01 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 1 minute 12 seconds

Total Participants: 56

Remarks:
- Remind teachers to close classroom doors
- Attendance - important

This report is for emergency drill # 1 for School year 24/25

Name of person conducting drill: Allison Wirick

Title of person conducting drill: Early Childhood Director

Signature of person conducting drill: Allison Wirick

Drill was coordinated with:

_____ Emergency Management Coordinator
Name & Title _____

_____ Law Enforcement (County Sheriff or Chief of Police or designee of MSP)
Name & Title _____

_____ Fire (Fire Chief or designee)
Name & Title _____