

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: Coloma Jr. High

Date of Drill: 5/5/16 Time drill was held: 1:45 (pm/am)

Exact time required to evacuate/shelter/secure: 2:40

Total Participants: ~ 400

Remarks: _____

This report is for emergency drill # 10 for school year 15/16

Name of person conducting drill: _____

Title of person conducting drill: _____

Signature of person conducting drill: _____

Drill Was Coordinated With: N/A

- ☐ 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 _____