Coloma Schools Emergency Drills
Documentation Form
2014-2015

Type of Drill
- [x] 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 of Reporting School: Coloma Elementary

Date of Drill: 9/23/14 Time drill was held: 2 p.m. (pm/am)

Exact time required to evacuate/shelter/secure: 1 min. 20 sec.

Total Participants: 463

Remarks: _____

This report is for emergency drill # 1 for school year 2014-15

Name of person conducting drill: Matt Ford

Title of person conducting drill: Asst. Principal

Signature of person conducting drill: _____

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 _____