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 Elementary

Date of Drill: 10-21-14 Time drill was held: 10:45 (pm) (am)

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

Total Participants: 463

Remarks: Rm 102, 101, 214
Place Rm #5 on windows + before door

This report is for emergency drill # 1 for school year 2014.

Name of person conducting drill: Nancy Nintz

Title of person conducting drill: Principal

Signature of person conducting drill: Nancy Nintz

Drill Was Coordinated With:

☒ Emergency Management Coordinator
Name & Title Deputy Albers

AND

☒ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Chief Pompey, Officer Bell CTPD

OR

☐ Fire (fire chief or designee)
Name & Title _____