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: 10-29-15 Time drill was held: 0900 (pm/~~am~~)

Exact time required to evacuate/shelter/secure: Less Than 30 sec.

Total Participants: 450

Remarks: 303 no key 110 key

This report is for emergency drill # 3 for school year 2015-2016

Name of person conducting drill: Krista Bethke

Title of person conducting drill: Principal

Signature of person conducting drill: Krista Bethke

Drill Was Coordinated With:

☐ Emergency Management Coordinator
Name & Title _____

AND

☒ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Chief Roe, Officer Bell CTPD, Deputy Puffer BCSD Chief Sutherland WPD

OR

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