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: 11-16-18 Time drill was held: 0930 (pm/am)

Exact time required to evacuate/shelter/secure: Less Than 1 min

Total Participants: 430

Remarks: 197~281~198~199

NO CURTAINS, open windows

This report is for emergency drill # 4 for school year 2016-2017

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 CTPD, BCSO, WPD

OR

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