Coloma Schools Emergency Drills
Documentation Form
2025-2026

Type of Drill
- ☑ 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: 11/14/25 Time drill was held: 10:34 (pm/am)

Exact time required to evacuate/shelter/secure: 4 minutes

Total Participants: 365

Remarks: library emergency sleeve having all rosters proved to be a success!

This report is for emergency drill # 6 for school year 25-26

Name of person conducting drill: Kelly Jo Severin

Title of person conducting drill: principal

Signature of person conducting drill: Kelly Jo Severin

Drill Was Coordinated With:

☐ Emergency Management Coordinator
Name & Title _____

AND

☒ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title [illegible] CTPD SRO

OR

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