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 INTERMEDIATE

Date of Drill: 11/11/22 Time drill was held: 10:00 (pm/(am))

Exact time required to evacuate/shelter/secure: 0:2:16:79

Total Participants: 164

Remarks: _____

This report is for emergency drill # 5 for school year 2022/23

Name of person conducting drill: WINIFRED STAFFEN

Title of person conducting drill: PRINCIPAL

Signature of person conducting drill: Winifred Staffen

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 _____