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: Intermediate

Date of Drill: 4/26/2023 Time drill was held: 2:30 (pm/am)

Exact time required to evacuate/shelter/secure: 02:17:14

Total Participants: 143

Remarks: _____

This report is for emergency drill # 8 for school year 2022/2023

Name of person conducting drill: Winifred Staffen

Title of person conducting drill: Intermediate 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 _____