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: 9-18-19 Time drill was held: 9:00 (pm/~~am~~)

Exact time required to evacuate/shelter/secure: 9:00 1:10

Total Participants: 192

Remarks: _____

This report is for emergency drill # 1 for school year 2019.

Name of person conducting drill: Karra Hafer

Title of person conducting drill: Principal

Signature of person conducting drill: Karra Hafer

Drill Was Coordinated With:

- ☐ Emergency Management Coordinator
  Name & Title _____

AND

- ☒ Law Enforcement (county sheriff or chief of police or designee or MSP)
  Name & Title D. Stuglik, SRO #7.

OR

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