School Emergency Drills
Online Documentation Form

Type of Drill

- ☐ Fire (5 required)
- ☐ Tornado (2 required)
- ☒ Lock Down/Shelter in Place (3 required)

Time of Drill

- ☒ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Lunch

Name of Reporting School: Coloma Intermediate

Date of Drill: 9/19/2018 Time drill was held: 0900 (pm / (am))

Exact time required to evacuate / shelter / secure: 30 Sec.

Total Participants: 204

Remarks: less than 30, Rm 11 not secure. no tag on Floor.

This report is for emergency drill # 1 of 10 for the school year 2016-17.

Name of person conducting the drill: Kana Hafu

Title of person conducting the drill: Kana Hafu

Signature of person conducting the drill: Kana Hafu

Outside agency assisted with the drill or was coordinated with (*select all that apply*):

- ☐ Not Applicable
- ☐ Emergency Management Coordinator
  Name & Title _____
- ☒ Law Enforcement (county sheriff or chief of police or designee or MSP)
  Name & Title Ofc. Preston Alsup CTPD WPD
- ☐ Fire (fire chief or designee)
  Name & Title _____