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: 9/27/2018 Time drill was held: 1:00 pm (pm/am)

Exact time required to evacuate/shelter/secure: 1 min 10 secs

Total Participants: 201

Remarks: _____

This report is for emergency drill # 2 for school year 2018/19.

Name of person conducting drill: ~~Kara~~ Karra Hafer

Title of person conducting drill: Principal

Signature of person conducting drill: Kara 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 _____

OR

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