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: 10/11/2018 Time drill was held: 10:00 (pm/(am))

Exact time required to evacuate/shelter/secure: 1 min. 26 sec.

Total Participants: 200

Remarks: _____

This report is for emergency drill # 3 for school year 18/19.

Name of person conducting drill: 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 _____