

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Code Red-Lock Down *or*
- Code Yellow-Shelter in Place Drill (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Central Elementary School

Date of Drill: 9-26-17 Time drill was held: 9:55 (am/pm)

Exact time required to evacuate/shelter/secure: 2 mins. 40 secs.

Total Participants: 307 students + 40 staff

Remarks: Improved by 45 seconds over 1st drill.

This report is for emergency drill # 2 of 5 for school year 2017-18.

Name of person conducting drill: DeeAnne Pohlmann

Title of person conducting drill: Principal

Signature of person conducting drill: DeeAnne Pohlmann

Drill was Coordinated With:

- Emergency Management Coordinator
Signature & printed name: _____
Title: _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Signature & printed name: _____
Title: _____

OR

- Fire (fire chief or designee)
Signature & printed name: _____
Title: _____