School Emergency Drills
Documentation Form

Type of Drill

☑ Fire Drill
☐ Tornado Drill
☐ Lock Down/Shelter in Place Drill

Time of Drill

☑ Standard
☐ Class Change
☐ Recess
☐ Other Events

Name of Reporting School: Aspen Ridge School

Date of Drill: 10/19/15 Time drill was held: 1:20 (pm/am)

Exact time required to evacuate/shelter/secure: 3 minutes

Total Participants: 850+

Remarks:

This report is for emergency drill #2/5 for school year 15-16.

Name of person conducting drill: Chris Marana / Jon Beckman

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

☑ Emergency Management Coordinator
   Name & Title: Range

   AND

☐ Law Enforcement (county sheriff or chief of police or designee or MSP)
   Name & Title: __________________________

OR

☐ Fire (fire chief or designee)
   Name & Title: __________________________