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: 4/28/17  Time drill was held: 10:30  (pm/am)

Exact time required to evacuate/shelter/secure: Approx. 2 minutes

Total Participants: 850+

Remarks: Blocked one exit area for practice using an alternate route.

This report is for emergency drill #4/5 for school year 16-17.

Name of person conducting drill: Chris Marana & Jan Beckman

Title of person conducting drill: Principal

Signature of person conducting drill:

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: Ishpeming Township Fire Dept.