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: 11-19-14

Time drill was held: 2:05 (pm/am)

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

Total Participants: 850

Remarks: Rescheduled from 11-10-14

This report is for emergency drill # 75 for school year 14-15.

Name of person conducting drill: Chris Morano + Jon Beckman

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

☒ Emergency Management Coordinator
Name & Title: [Name]

AND

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

OR

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