

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: Westwood High School

Date of Drill: 11/16/16 Time drill was held: 9:05 (pm/am)

Exact time required to evacuate/shelter/secure: 1 min 40 sec

Total Participants: approx. 341

Remarks: _____

This report is for emergency drill # 4 for school year 2016-17.

Name of person conducting drill: Dave Boase

Title of person conducting drill: Principal

Signature of person conducting drill: *[Signature]*

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title Teresa Schwolbach

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

Fire (fire chief or designee)
Name & Title _____