

# 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: 11-14-17 Time drill was held: 1:45 (pm/am)

Exact time required to evacuate (shelter) (secure) 1 minute

Total Participants: 950

Remarks: \_\_\_\_\_

This report is for emergency drill # 1/3 for school year 17-18.

Name of person conducting drill: Chris Marana / Jon Beekman

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

### Drill Was Coordinated With:

- Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

- Fire (fire chief or designee)  
Name & Title \_\_\_\_\_