

# 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: 1-20-15 Time drill was held: 9:01 (pm/am)

Exact time required to evacuate/shelter/secure: less than 1 minute

Total Participants: 850 +

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

This report is for emergency drill # 2/3 for school year 14-15.

Name of person conducting drill: Chris Morana + Jon Beckman

Title of person conducting drill: Principals

Signature of person conducting drill: Chris Morana

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 \_\_\_\_\_