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: 4-13-18 Time drill was held: 125 (pm/am)

Exact time required to evacuate/shelter secure: 1 minute

Total Participants: 950+

Remarks:

This report is for emergency drill #2/2 for school year 17-18.

Name of person conducting drill: Jon Beckman

Title of person conducting drill: MS 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 __________________________