

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: 3/29/16 Time drill was held: 2:05 (pm/am)

Exact time required to evacuate/shelter/secure: approx 90 sec

Total Participants: 350

Remarks: _____

This report is for emergency drill # 8 for school year 17-18

Name of person conducting drill: Dave Boase

Title of person conducting drill: Principal

Signature of person conducting drill: 

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 _____