

make-up

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: 4/27/16 Time drill was held: 1:10 (pm/am)

Exact time required to evacuate/shelter/secure: approx. 2min

Total Participants: 330

Remarks: Teachers were reminded that severe weather route need to be in the clear plastic mailbox in their room.

This report is for emergency drill # 7 for school year 2015-16

Name of person conducting drill: Dave Bourc

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 _____