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: 3/22/16  Time drill was held: 1:45 PM

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

Total Participants: 850+

Remarks:______________________________________________________

This report is for emergency drill #3/13 for school year 15-16.

Name of person conducting drill: Chris Marana

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 ____________________________