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: 3/11/16
Time drill was held: 1:30 (PM/AM)
Exact time required to evacuate/shelter/secure: 3 1/2 minutes
Total Participants: 850 +
Remarks:

This report is for emergency drill #4/5 for school year 15-16.
Name of person conducting drill: Chris Marana & Jon Beckman
Title of person conducting drill: Principal
Signature of person conducting drill:

Drill Was Coordinated With:
☑ Emergency Management Coordinator
   Name & Title: Range

AND

☐ Law Enforcement (county sheriff or chief of police or designee or MSP)
   Name & Title:

OR

☐ Fire (fire chief or designee)
   Name & Title: