

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: 9/30/16 Time drill was held: 2:30 (pm/am)

Exact time required to evacuate shelter/secure: 3 minutes

Total Participants: 900

Remarks: _____

This report is for emergency drill # 2/5 for school year 16-17.

Name of person conducting drill: Chris Marana + Jon Beckman

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

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 _____