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: 3/8/17  Time drill was held: 2:30 (pm/am)
Exact time required to evacuate/shelter/secure: 1 minute
Total Participants: 850 +
Remarks: ____________________________________________

This report is for emergency drill # 1/2 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 __________________________________________

AND

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

OR

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