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: 4/21/17  Time drill was held: 8:45 (pm/am)

Exact time required to evacuate/shelter/secure: 1 minute

Total Participants: 850+

Remarks: Originally scheduled for 4/13/17

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

Name of person conducting drill: Chris Moran & Jan 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 ________________________________