

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: 10-16-18 Time drill was held: 10:00 (pm/am)

Exact time required to evacuate/shelter/secure: 2 minutes

Total Participants: 950

Remarks: _____

This report is for emergency drill # 3/5 for school year 18-19.

Name of person conducting drill: Chris Morana

Title of person conducting drill: Elementary 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 _____