# School Emergency Drills Documentation Form

<table>
<thead>
<tr>
<th>Type of Drill</th>
<th>Time of Drill</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Fire Drill</td>
<td>☐ Standard</td>
</tr>
<tr>
<td>☐ Tornado Drill</td>
<td>☐ Class Change</td>
</tr>
<tr>
<td>☒ Lock Down/Shelter in Place Drill</td>
<td>☒ Recess</td>
</tr>
<tr>
<td></td>
<td>☒ Other Events</td>
</tr>
</tbody>
</table>

Name of Reporting School: **Aspen Ridge School**

Date of Drill: **2-27-19** Time drill was held: **1:00** (pm/am)

Exact time required to evacuate/shelter/secure: **1:00 min.**

Total Participants: **950**

Remarks: ___________________________

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

Name of person conducting drill: **Jon Beckman, Chris Marana**

Title of person conducting drill: **Principal**

Signature of person conducting drill: ___________________________

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 ___________________________