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: 3-7-19 Time drill was held: 2:00 (pm/am)

Exact time required to evacuate shelter secure: 3 minutes

Total Participants: 950+

Remarks: ________________________________

This report is for emergency drill # 1/2 for school year 18-19.

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 ________________________________