

# 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 *Lunch*

Name of Reporting School: Aspen Ridge School

Date of Drill: 5/17/22 Time drill was held: 1:30 (pm/am)

Exact time required to evacuate shelter/secure: 2 minutes

Total Participants: 900

Remarks: \_\_\_\_\_

This report is for emergency drill # 4/5 for school year 21-22.

Name of person conducting drill: Chris Marana

Title of person conducting drill: Elementary Principal

Signature of person conducting drill: *Chris Marana*

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title Runge

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_