

# 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: 9/26/23 Time drill was held: 2:30 (pm)

Exact time required to evacuate/shelter/secure: 2 minutes 30 seconds

Total Participants: 950

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

This report is for emergency drill # 2/5 for school year 23-24.

Name of person conducting drill: Chris Marana + Griffin Lawson

Title of person conducting drill: 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 \_\_\_\_\_