

# 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: 4/9/26 Time drill was held: 9:45 (pm am)

Exact time required to evacuate/shelter/secure:  1 minute

Total Participants: 800

Remarks: 150 middle school students gone on reward outing.

This report is for emergency drill # 2/2 for school year 25-26.

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 \_\_\_\_\_

AND

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

OR

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