

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: 5/17/25 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 # 5/5 for school year 24-25.

Name of person conducting drill: Chris Marana + Griffin Lawson

Title of person conducting drill: Principal

Signature of person conducting drill: C. Marana

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 _____