

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: 2/19/25 Time drill was held: 1:30 (pm/am)

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

Total Participants: 900

Remarks: Conducted during 5th gr lunch

This report is for emergency drill # 3/3 for school year 24-25.

Name of person conducting drill: Chris Marona + Griffin Larson

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 _____