

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: 3/7/25 Time drill was held: 2:00 (pm)

Exact time required to evacuate [shelter] secure: 2 minutes

Total Participants: 900

Remarks: _____

This report is for emergency drill # 1/2 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: [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 _____