

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: 11/12/25 Time drill was held: 9:30 (pm/am) (am)

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

Total Participants: 950

Remarks: _____

This report is for emergency drill # 1/3 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 _____