

School Emergency Drills Documentation Form

- | <u>Type of Drill</u> | <u>Time of Drill</u> |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Fire Drill (6 required) | <input type="checkbox"/> Standard |
| <input type="checkbox"/> Tornado Drill (2 required) | <input type="checkbox"/> Class Change |
| <input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required) | <input type="checkbox"/> Recess |
| | <input type="checkbox"/> Other Events |

Name of Reporting School: Shelby Middle School

Date of Drill: 10-15-14 Time drill was held: 10:11 (pm/am)

Exact time required to evacuate/shelter/secure: 90 sec

Total Participants: 300

Remarks: all OK

This report is for emergency drill # 4 for school year 14-15

Name of person conducting drill: Furnas

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title email to EM on 10/15

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title phone contact w/ Officer Breeze on 10/15

OR

Fire (fire chief or designee)
Name & Title _____