

# School Emergency Drills Documentation Form

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

Name of Reporting School: New Era Elementary

Date of Drill: 9/18/14 Time drill was held: 10:00 a.m. (pm/am)

Exact time required to evacuate/shelter/secure: 1 min 38 sec.

Total Participants: 230

Remarks: \_\_\_\_\_

This report is for emergency drill # 2 for school year 14-15.

Name of person conducting drill: Beth Pranger

Title of person conducting drill: Principal

Signature of person conducting drill: Beth Pranger

**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 \_\_\_\_\_