

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: New Era Elementary

Date of Drill: 4/16/14 Time drill was held: 8:15 (pm/am)

Exact time required to evacuate/shelter/secure: 2:20

Total Participants: 205

Remarks: _____

This report is for emergency drill # 4 for school year 2013-2014

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 _____