

# 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 (2 required) | <input type="checkbox"/> Recess       |
|  | <input type="checkbox"/> Other Events |

Name of Reporting School: Shelby High School

Date of Drill: 3-20-14 Time drill was held: 1:10 (pm/am)

Exact time required to evacuate/shelter/secure: 3 minutes

Total Participants: 450

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

This report is for emergency drill # 2 for school year 2013-14

Name of person conducting drill: Frances Schamber

Title of person conducting drill: Principal

Signature of person conducting drill: Frances Schamber

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 \_\_\_\_\_