

**SCHOOL EMERGENCY DRILLS**  
Documentation Form

Type of Drill

Time of Drill

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Fire Drille (6 required)  | <input type="checkbox"/> Standard     |
| <input type="checkbox"/> Tornado Drill (2 required)  | <input type="checkbox"/> Class Change |
| <input checked="" type="checkbox"/> Lock Down / Shelter in Place Drill<br>(2 required) During Passing<br>2nd drill | <input type="checkbox"/> Recess       |
|  | <input type="checkbox"/> Other Events |

Name of Reporting School: Shelby High School

Date of Drill: 11/21/2017 Time drill was held: 2:28 PM

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

Total Participants: 450

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

This report is for emergency drill # 6 for school year: 2017-2018

Name of person(s) conducting drill: Fran Schamber

Title of person(s) 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: \_\_\_\_\_

Fire (fire chief or designee)  
Name & Title: \_\_\_\_\_