

SCHOOL EMERGENCY DRILLS

Documentation Form

Type of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down / Shelter in Place Drill (2 required)

Time of Drill

- Standard
- Class Change
- Recess (indoor)
- Other Events TAB Time / students in hallways

Name of Reporting School: Shelby Middle School

Date of Drill: 9/28/17 Time drill was held: 2:42

Exact time required to evacuated / shelter / secure: 1:48

Total Participants: 331

Remarks: Students in hallways passing between classrooms; students stuck with their groups / classes they were signed into for TAB. Library groups went with ~~students~~ librarian.

This report is for emergency drill # 2 for school year: 2018-2019

Name of person(s) conducting drill: Mark Olmstead

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: _____