

<h1 style="margin: 0;">School Emergency Drills</h1> <h2 style="margin: 0;">Documentation Form</h2>
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Type of Drill

Time of Drill

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

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: New Era Elementary

Date of Drill: 3/23/16 Time drill was held: 11:00 (pm/am)

Exact time required to evacuate/shelter/secure: 2 min.

Total Participants: 201

Remarks: This was done during the students lunch time.

This report is for emergency drill # 2 for school year 15-16.

Name of person conducting drill: Beth Pranger

Title of person 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 \_\_\_\_\_

**OR**

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