

SCHOOL EMERGENCY DRILLS

Documentation Form

Type of Drill

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

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Thomas Read Elementary & Early Childhood Center, Shelby Public Schools

Date of Drill: 3/22/2017

Time drill was held: 9:45 A.M.

Exact time required to evacuated / shelter / secure: 45 Seconds

Total Participants: # 103

Remarks: 78 Students and 25 Adults. Doors secured quickly with The Boot.

This report is for emergency drill # 3 for school year: 2016-2017

Name of person(s) conducting drill: Teresa Mead

Title of person(s) conducting drill: Early Childhood Center Coordinator

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: _____