

# School Emergency Drills Documentation Form

**Type of Drill**

**Time of Drill**

- Fire Drill (6 required) 6<sup>th</sup>
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (2 required)

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Shelby High School

Date of Drill: 5-19-17 Time drill was held: 8:02 (pm/am)

Exact time required to evacuate/shelter/secure: 8:06 - 4 minutes

Total Participants: 325

Remarks: Teacher walked back into building before all clear called, 2 students not with class but not reported missing.

This report is for emergency drill # 10<sup>th</sup> for school year 2016-2017

Name of person conducting drill: Fran Schamber

Title of person conducting drill: Principal

Signature of person conducting drill: Francis 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 \_\_\_\_\_