

# School Emergency Drills Documentation Form

**Type of Drill**

- Fire Drill (6 required) 5th
- 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: Shelby High School

Date of Drill: 5-11-17 Time drill was held: 1:32 (pm/am)

Exact time required to evacuate/shelter/secure: 4 minutes

Total Participants: 340

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

This report is for emergency drill # 9th for school year 2016-2017

Name of person conducting drill: Frances Schamber

Title of person conducting drill: Principal

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