

# SCHOOL EMERGENCY DRILLS

## Documentation Form

### Type of Drill

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

### Time of Drill

- Standard
- Class Change
- Recess (indoor)
- Other Events

Name of Reporting School: \_\_\_\_\_

*Shelby Middle School*

Date of Drill: \_\_\_\_\_

*6.8.16*

Time drill was held: \_\_\_\_\_

*2:09*

Exact time required to evacuated / shelter / secure: \_\_\_\_\_

*1:31*

Total Participants: \_\_\_\_\_

*339*

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

*Much more efficient than last time drill held's  
students very orderly evacuating and quick*

This report is for emergency drill # \_\_\_\_\_

*6*

for school year: \_\_\_\_\_

*2015-2016*

Name of person(s) conducting drill: \_\_\_\_\_

*Mark Olmstead*

Title of person(s) conducting drill: \_\_\_\_\_

*Principal*

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

*Mark Olmstead*

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: \_\_\_\_\_