

School Emergency Drills Documentation Form

Type of Drill:

☒ Fire Drill (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: NRM

Date of Drill: 9/10/15 Time Drill was held: 7:45 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 3 min. (7:48)

Total Participants: 900+ Remarks: _____

This report is for emergency Drill # 1 for school year 2015-2016

Name of person conducting Drill: Al Rickard

Title of person conducting Drill: AP

Signature of person conducting Drill: [Signature]

Drill was coordinated with:

Emergency Management Coordinator
Name and Title _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name and Title _____

OR

Fire (fire chief or designee)
Name and Title _____

MUST RETURN TO SECURITY OFFICE WITHIN 24 HOURS OF DRILL
FAX NUMBER: 866-7112