

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required) 3
 Tornado Drill (2 required)
 Lockdown/Shelter-in-Place Drill
(3 required)

Time of Drill

- Standard
 Class Change
 Recess
 Lunch
 Other Events

Name of Reporting School: Sam Adams Elementary

Date of Drill: 11/14/18 Time drill was held: 1:30 pm (am/pm)

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

Total Participants: 555

This report is for emergency drill # 3 for school year 2018-2019

Name of person conducting drill: Deb Skomer

Title of person conducting drill: Principal

Signature of person conducting drill: Deb Skomer

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title DAVE SMITH

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Chief Brian LaVelle

OR

Fire (fire chief or designee)
Name & Title _____