

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required)
- 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: Supina Educ Ctr.

Date of Drill: 9/28/17 Time drill was held: 10:30 (am/pm)

Exact time required to evacuate/shelter/secure: 2 min.

Total Participants: 45

This report is for emergency drill # 1 for school year 2017-18

Name of person conducting drill: Cindy Martynowicz

Title of person conducting drill: Admin Asst

Signature of person conducting drill: Cindy Martynowicz

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title David Smith, Cass EMC

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title TK Graves, Deputy CCSO

OR

Fire (fire chief or designee)
Name & Title _____