

School Emergency Drills Documentation Form

Type of Drill

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

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Moran Township School

Date of Drill: Sept. 9, 2014 Time drill was held: 8:39 (pm/am)

Exact time required to evacuate/shelter/secure: 70 seconds

Total Participants: 80 Students / 9 adults

Remarks: _____

This report is for emergency drill # 1 for school year 2014-2015.

Name of person conducting drill: Amy Lester / Julie Moore

Title of person conducting drill: Lead Teacher / Secretary

Signature of person conducting drill: Julie Moore

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title: Mike Kasper, Emergency Management Coordinator

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title: Fred Strict, State Police officer

OR

- Fire (fire chief or designee)
Name & Title: _____