

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 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 District

Date of Drill: 1-8-15 Time drill was held: 8:37 (pm/am)

Exact time required to evacuate/shelter/secure: 47 seconds

Total Participants: 79 Students 11 staff

Remarks: _____

This report is for emergency drill # 1 for school year 2014-15

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: _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title: _____

OR

- Fire (fire chief or designee)

Name & Title: _____