

# 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

Date of Drill: 4-9-15 Time drill was held: 8:43 (pm/am)

Exact time required to evacuate/shelter/secure: 59 seconds

Total Participants: 80 Students 11 Adults

Remarks: Drill held during 7/8 graders gym class.

This report is for emergency drill # 3 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: \_\_\_\_\_