

# 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

Date of Drill: 9-29-15 Time drill was held: 8:37 (pm/am)

Exact time required to evacuate/shelter/secure: 76 seconds

Total Participants: 90 students 11 adults

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 2 for school year 2015-16.

Name of person conducting drill: Amy Rester + Julie Moore

Title of person conducting drill: Superintendent 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: \_\_\_\_\_