

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 required) 5 of 5
 Tornado Drill (2 required, one in March)
 Lock Down (3 required)
 Lockdown (recess or cafeteria)
 Lockdown (Air handlers off, reacting to hazardous material)

Time of Drill

- Standard
 Class Change
 Recess
 Other Events Getting ready for home

Name of Reporting School: James T. Jones School

Date of Drill: 5-3-17 Time drill was held: 2:45 (pm/am)

Exact time required to evacuate/shelter/secure: 58 sec.

Total Participants: 352 (staff & students)

Remarks: _____

This report is for emergency drill # 10 for school year 2016-17

Name of person conducting drill: Kristina M. Hansen

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title _____

[Signature], principal

AND

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

Name & Title David Sawyer, PSO
David Sawyer

OR

Fire (fire chief or designee)

Name & Title _____