

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required, one in March) ^{1 of 2}
- 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

Name of Reporting School: James T. Jones Elementary

Date of Drill: 3-22-19 Time drill was held: 11¹⁰ (pm/am)

Exact time required to evacuate/shelter/secure: 3 mins. 12 secs.

Total Participants: 303 - 71 students absent - multiple subs in the building

Remarks: First tornado drill for third grade students in this building - instructional.

This report is for emergency drill # 7 for school year 2018-19.

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 BDD Berbohm

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title PSO Todd Lowers Gladstone PSD

OR

Fire (fire chief or designee)
Name & Title _____