

# School Emergency Drills Documentation Form

Type of Drill

Time of Drill

- Fire Drill (5 required) 1 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)

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: James T. Jones Elementary

Date of Drill: 9-5-19 Time drill was held: 1:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1 min. 28 secs.

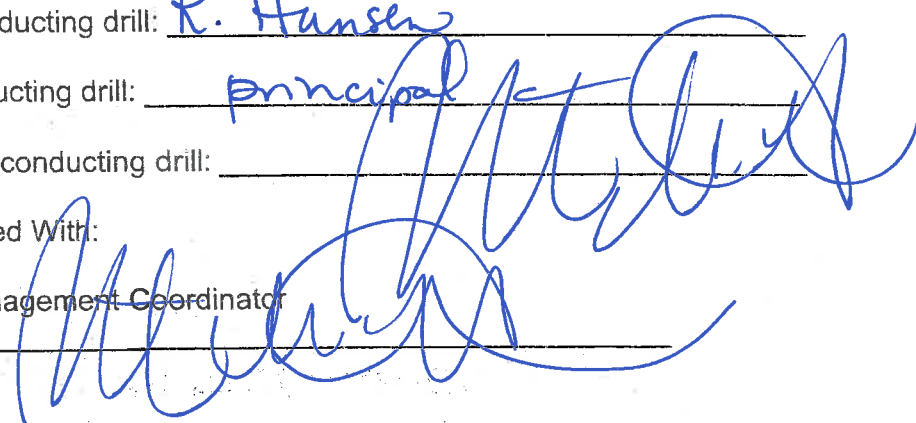
Total Participants: 367 (students & staff)

Remarks: First drill of the school year

This report is for emergency drill # 1 for school year 2019-20.

Name of person conducting drill: K. Hansen

Title of person conducting drill: principal

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title 

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

OR  
Fire (fire chief or designee)  
Name & Title \_\_\_\_\_