

# 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: Kenowa Hills Middle

Date of Drill: 3-8-2018 Time drill was held: 8:48 (pm/am)

Exact time required to evacuate/shelter/secure: 2:05

Total Participants: 765

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

This report is for emergency drill # 1 for school year 2017/2018

Name of person conducting drill: Eric Haitk

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title Jack Stewart

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title Deputy Ernest [Signature]

OR

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