

**School Emergency Drills
Documentation Form**

<u>Type of Drill</u>	<u>Time of Drill</u>	Text
<input type="checkbox"/> Fire Drill (5 required)	<input checked="" type="checkbox"/> Standard	
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change	
<input checked="" type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess	
	<input type="checkbox"/> Other Events	

Name of reporting school: Kenowa Hills Central Elementary

Date of drill: 9 March 2022 Time drill was held: 1:50 pm (pm/am)

Exact time required to evacuate/shelter/secure: _____

Total participants: _____

Remarks: It took 47 seconds to shelter in place, we took an additional 5 minutes to practice emergency communication.

This report is for emergency drill # _____ for school year _____.

Name of person conducting drill: _____

Title of person conducting drill: _____

Signature of person conducting drill: CRP

Drill Was **Coordinated** With:

County/Local Emergency Management Coordinator or designee
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 _____