

# School Emergency Drills Documentation Form

<u>Type of Drill</u>	<u>Time of Drill</u>
<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: EARLY CHILDHOOD CENTER

Date of drill: 10/20/21 Time drill was held: 11:00 AM (pm/am)

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

Total participants: 110

Remarks: Went very well.

This report is for emergency drill # 3 for school year 2021/2022.

Name of person conducting drill: Luke Scholten

Title of person conducting drill: DIRECTOR OF EARLY CHILDHOOD AND SPECIAL EDUCATION

Signature of person conducting drill: Luke Scholten

Digitally signed by Luke Scholten  
DN: cn=Luke Scholten, o.ou, email=lscholten@kshps.org, c=US  
Date: 2019.09.24 12:25:37 -0400

Drill Was ***Coordinated*** With:

**County/Local Emergency Management Coordinator or designee**  
Name & Title Jack Stewart-County Emergency Coordinator

AND

**Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title Officer Mitchal Harkema

OR

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