

**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 checked="" 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: Zinser Elementary

Date of drill: 12/7/20 Time drill was held: 2:00 pm (pm/am)

Exact time required to evacuate/shelter/secure: 1 min

Total participants: 350

Remarks: This was again a flexible drill for teachers to conduct during the day.

We confirmed they all practiced the lock down drill.

This report is for emergency drill #6/10 for school year 2020-21.

Name of person conducting drill: Ross Willick

Title of person conducting drill: Principal

Signature of person conducting drill: 

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 \_\_\_\_\_