

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (6 required) 1st
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (2 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St. Michael

Date of Drill: 9/15/21 Time drill was held: 12:15 (pm/am)

Exact time required to evacuate/shelter/secure: 3:42

Total Participants: 85 + 31 Tadpoles = 116

Remarks: All Evacuated school in 1:45 Fire drill ended when all were safely in the church across the Road

This report is for emergency drill # 1 for school year 21/22.

Name of person conducting drill: Jemy Ward - Bob Beers

Title of person conducting drill: Principal Facilities

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
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 _____