

School Emergency Drills Documentation Form

Type of Drill	Time of Drill
<input checked="" type="checkbox"/> Fire Drill (6 required)	<input checked="" type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Cross Lutheran

Date of drill: 9-4-14 Time drill was held: 8:45 (am/pm)

Exact time required to evacuate/shelter/secure: 1:43

Total Participants: 42

Remarks: Grades 3-5 were in Music class and followed correct procedure

This report is for emergency drill # 1 for school year 2014-2015

Name of person conducting drill: David Faupel

Title of person conducting drill: Teacher/Safety Director

Signature of person conducting drill: David Faupel

Drill was **coordinated** with: _____

Emergency Management Coordinator
Name & title: Randy Miller, Emergency Management Director

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & title: _____

OR

Fire (Fire Chief or designee)
Name & title: _____