

# 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 checked="" type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Cross Lutheran School

Date of drill: 5-11-16 Time drill was held: 10:00 (am/pm)

Exact time required to evacuate/shelter/secure: 1:54

Total Participants: 35

Remarks: K-5 students were outside at recess. It was discovered that the outside bell does not work. It took some extra time for that reason.

This report is for emergency drill # 4 for school year 2015-2016

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: Huron County Emergency Management

Emergency Management Coordinator  
Name & title: Randy Miller, Director

AND

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

OR

Fire (Fire Chief or designee)  
Name & title: \_\_\_\_\_