

School Emergency Drills Documentation Form

	Type of Drill		Time of Drill
☐	Fire Drill (6 required)	☐	Standard
☒	Tornado Drill (2 required)	☐	Class Change
☐	Lock Down/Shelter in Place	☐	Recess
	Drill (2 required)	☐	Other Events

Name of reporting school: Cross Lutheran School

Date of drill: Sept. 24, 2025 Time drill was held: 2:05 (am/pm) pm

Exact time required to evacuate/shelter/secure: 3:13

Total Participants: 93

Remarks: _____

This report is for emergency drill # 1 for school year 2025/2026

Name of person conducting drill: Heather Kettle

Title of person conducting drill: Secretary

Signature of person conducting drill: Heather Kettle

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: _____