

School Emergency Drills

Documentation Form

Type of Drill

Fire Drill (5 required)

Tornado Drill (2 required)

Lock Down/Shelter in Place Drill (3 required)

Time of Drill

Standard

Class Change (H.S.)

Recess

Other Events

Name of Reporting School: **NORTH STAR ACADEMY**

Date of Drill: 11/14/17 Time drill was held: 9:27 (pm/am)

Exact time required to evacuate/shelter/secure: 3 min.

Total Participants: 300

Remarks: Elementary student were very fast and quiet.

This report is for emergency drill # 1 for school year 17/18.

Name of person conducting drill: **Andrea Ballard**

Title of person conducting drill: **Principal**

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title: **Teresa Schwalbach, PEM, Emergency Management Coordinator**

AND/OR

Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title _____

AND/OR

Fire (fire chief or designee)

Name & Title _____