

# School Emergency Drills Documentation Form

## Type of Drill

%o Fire Drill (5 required)  
 %o Tornado Drill (2 required)  
 %o Lock Down/Shelter in Place Drill  
 (3 required)

## Time of Drill

%o Standard  
 %o Class Change  
 %o Recess  
 %o Other Events

Name of Reporting School: Rapid River School

Date of Drill: 9/30/14 Time drill was held: 9:15 (pm/am)

Exact time required to evacuate/shelter/secure: 5 min

Total Participants: 355

Remarks: \_\_\_\_\_

This report is for emergency drill # 1 <sup>Tornado</sup> for school year 14-15

Name of person conducting drill: Kristen Hendrick / Kim Beggs

Title of person conducting drill: Emergency Prep Coord. / Director of Cont. div / Transportation

Signature of person conducting drill: Kristen Hendrick

Drill Was Coordinated With:

%o Emergency Management Coordinator  
 Name & Title Bob Beermann

AND

%o Law Enforcement (county sheriff or chief of police or designee or MSP)  
 Name & Title Dee Honea

OR

%o Fire (fire chief or designee)  
 Name & Title \_\_\_\_\_