

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (6 required) #4
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill
(3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St. Mary Star of the Sea

Date of Drill: 10-5-16 Time drill was held: 2:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1:09

Total Participants: 130

Remarks: _____

This report is for emergency drill # 4 for school year 16-17.

Name of person conducting drill: Matthew Berkemeier

Title of person conducting drill: Principal

Signature of person conducting drill: *Matthew Berkemeier*

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title Sgt. Jason Breining

AND

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

OR

Fire (fire chief or designee)
Name & Title _____