

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
- ☐ Recess
- ☐ Other Events

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

Date of Drill: 10/06/2026 Time drill was held: 9:00 (pm/am)

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

Total Participants: 109

Remarks: Secure Mode

This report is for emergency drill # 2 for school year 2026-27.

Name of person conducting drill: Nancy O'Neill

Title of person conducting drill: Principal

Signature of person conducting drill: Nancy O'Neill

Drill Was Coordinated With:

- ☐ Emergency Management Coordinator
Name & Title Corey Kubik

AND

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

OR

- ☐ Fire (fire chief or designee)
Name & Title _____