

School Emergency Drills Documentation Form

Type of Drill At least 1 of these drills must be held during lunch or recess period, or when large number of students is NOT in the classroom



Fire Drill (5 required)

3 drills before Dec 1

2 drills during remaining part of the school year

Reasonable space between each drill



Tornado Drill (2 required)

1 drill must be during March



Lock Down/Shelter in Place Drill (3 required) 1

drill before Dec 1

At least 1 drill after Jan 1

Reasonable space between each drill

Time of Drill



Standard



Class Change



Recess



Other Events

Name of Reporting School: DPA St. Catherine Campus

Date of Drill: 10/20/20 Time drill was held: 8:05 (pm/am)

Exact time required to evacuate/shelter/secure: 2:00

Total Participants: 49

Remarks: _____

This report is for Fire emergency drill # 2 for school year 20/21.

Name of person conducting drill: Anne Lewis

Title of person conducting drill: Administrative Assistant

Signature of person conducting drill: Anne Lewis

Drill Was Coordinated With:



Emergency Management Coordinator

Name & Title _____

AND



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

Name & Title _____

OR



Fire (fire chief or designee)

Name & Title _____