

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: Divine Providence Academy

Date of Drill: 9/22/21 Time drill was held: 11:15 (pm/am)

Exact time required to evacuate/shelter/secure: 2min 40sec

Total Participants: 68

Remarks: Went well for first drill of the year.
Middle School went out front door but then practiced
normal route of going down fire escape.

This report is for Fire emergency drill # 1 for school year 2021.

Name of person conducting drill: Christina Watkoski

Title of person conducting drill: Administrative Assistant

Signature of person conducting drill: Christina Watkoski

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 _____