

School Emergency Drills Documentation Form

Type of Drill

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

Time of Drill

- Standard Migrant
- Class Change Adult Ed
- Recess
- Other Events
nap time
kids world

Name of Reporting School: Orchard

Date of Drill: 10-28-19 Time Drill was held : 3pm (AM / (PM))

Exact time required to evacuate / shelter / secure: 3 min

Total participants: 45

Remarks: _____

This report is for emergency drill # 1 for school year 2019-2020.

Name of person conducting drill: Nancy Jurado

Title of person conducting drill: MMMEP Employee

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator
Name and Title: _____

Law Enforcement (chief of police, county sheriff, MSP or designee)
Name and Title: _____

Fire (fire chief or Designee)
Name and Title: _____

Lock Down #1 for Orchard Building

Outside Threat

October 28, 2019

Number of adults who participated today: 5

Number of students who participated today: 25

Program Name: Kids World Learning Center

Please take this completed form to Nancy at the Migrant office right after the drill.

Thanks for your help

Nancy

Lock Down #1 for Orchard Building

Outside Threat

October 28, 2019

Number of adults who participated today: 2

Number of students who participated today: 0

Program Name: Adult Ed

Please take this completed form to Nancy at the Migrant office right after the drill.

Thanks for your help

Nancy

Lock Down #1 for Orchard Building

Outside Threat

October 28, 2019

Number of adults who participated today: 10

Number of students who participated today: 0

Program Name: GSRP & HeadStart

Please take this completed form to Nancy at the Migrant office right after the drill.

Thanks for your help

Nancy