

School Emergency Drills

Documentation Form

Type of Drill

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

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: ISMS

Date of Drill: 6/3/19 Time Drill was held: 9:28 (AM) (PM)

Exact time required to evacuate / shelter / secure: 1 min all sheltered

Total participants: 400 *9 min for whole drill until all locate checked out all clear given.*

Remarks: Drill done during passing time, most students got into

nearest classrooms quickly. Some went in bathroom and I talked w/ them about best scenario and being quiet. A couple walked slowly through hallway and didn't try to get to any rooms. Tell about safety to emergency team, put 1 girl in teacher lounge

Name of person conducting drill: Rick Mason

Title of person conducting drill: M.S. A.P.

Signature of person conducting drill: *Rick Mason*

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: _____