

# 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
- Class Change
- Recess
- Other Events

Name of Reporting School: ~~10/31~~ Balding Middle School

Date of Drill: 10/31 Time Drill was held: 12:40 (AM ~~PM~~)

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

Total participants: 400

Remarks: Students filed out quickly and quietly. All students  
walked without incident.

This report is for emergency drill # 3 for school year 18/19.

Name of person conducting drill: Rick Nelson

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

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

- Emergency Management Coordinator

Name and Title: Bill Hoskins

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

Name and Title: \_\_\_\_\_

- Fire (fire chief or Designee)

Name and Title: \_\_\_\_\_