

# 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: Beldy Middle School

Date of Drill: 5/30 Time Drill was held: 7:40 (AM/PM)

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

Total participants: 400

Remarks: Students were out of the building very quickly. A couple fire doors did not latch shut in the North wing of the building on the 1st and 2nd floors. Monitor was contacted.

This report is for emergency drill # 10 for school year 2017-18.

Name of person conducting drill: Rick Mason

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

Signature of person conducting drill: [Signature]

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: \_\_\_\_\_