

# 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: Beleny Middle School

Date of Drill: 4/24 Time Drill was held: 9:35 (AM/PM)

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

Total participants: 400

Remarks: all students out + back quickly and quietly.

This report is for emergency drill # 8 for school year 2018/19.

Name of person conducting drill: Joe Burrow

Title of person conducting drill: Principal

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: \_\_\_\_\_