

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 required, 3 by Dec. 1)
 Tornado Drill (2 required, 1 in March)
 Lock Down/Shelter in Place Drill (3 required, one by Dec. 1 and One after Jan 1.)

Time of Drill

- Standard
 Class Change
 Recess
 Other Events *Specials + Open Pre-School Play*
*One must occur during a transition time

Name of Reporting School: ~~Ellis~~ *Ellis Elementary* Date of Drill: *4/16* Time drill was held: *9:30*

Exact time required to evacuate/shelter/secure: *1 min 48 seconds*


Total Participants: *401*

Remarks: *Successful + very quiet*

This report is for emergency drill # *5* for school year *2019-2020*

Name of person conducting drill: *Brian Babbitt*

Title of person conducting drill: *Principal*

Signature of person conducting drill: 

Drill Was Coordinated With:

- Emergency Management Coordinator

Name & Title: *Doug Devries, Deputy Emergency Management Director*

Submit Schedule* of drills by September 15

emd@ioniacounty.org

*Notify the Emergency Management Director if there are any changes to the schedule. If a drill is cancelled, it must be rescheduled within 10 days.

A copy of this form must be posted onto the school's website within 30 days of the drill and remain on the site for 3 years.