

# 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: Woodrow Elementary

Date of Drill: 3-10-21 Time Drill was held: 10:30 (AM) PM)

Exact time required to evacuate / shelter / secure: 1:26

Total participants: 279

Remarks: \_\_\_\_\_

This report is for emergency drill # 2 for school year 2020-21.

Name of person conducting drill: Bruce Cook

Title of person conducting drill: principal

Signature of person conducting drill: 

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: \_\_\_\_\_