

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: Orchard Hills Building

Date of Drill: 9/28/23 Time Drill was held: 9:35 (AM/PM)

Exact time required to evacuate / shelter / secure: 1:37

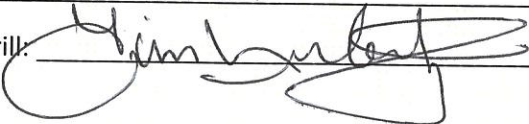
Total participants: 98

Remarks: 1ST TRY. WENT WELL. MEETING PLACES WERE CLEAR AND KNOWN, NO ISSUES

This report is for emergency drill # 1 for school year 2023-2024.

Name of person conducting drill: TIM LUBITZ

Title of person conducting drill: FIRE CHIEF

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: TIM LUBITZ - FIRE CHIEF
