

# School Emergency Drills Documentation Form

## Type of Drill

- Fire Drill (5 required)  
 Tornado Drill (2 required, one in March)  
 Lock Down (3 required)  
 Lockdown (recess or cafeteria)  
 Lockdown (Air handlers off, reacting to hazardous material)

## Time of Drill

- Standard  
 Class Change  
 Recess  
 Other Events

Name of Reporting School: GLADSTONE HS

Date of Drill: 12-13-16 Time drill was held: 11:20 (pm/am)

Exact time required to evacuate/shelter/secure: 1 MIN. 38 SEC

Total Participants: 520

Remarks: 1<sup>ST</sup> LUNCH

This report is for emergency drill # 5 for school year 16-17.

Name of person conducting drill: BRADY DOWNEY

Title of person conducting drill: PRINCIPAL

Signature of person conducting drill: B Downey

Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title \_\_\_\_\_

## AND

Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title Dawn Sailes PSO

Dawn Sailes

## OR

Fire (fire chief or designee)

Name & Title \_\_\_\_\_