

# 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: GHS

Date of Drill: 3-14-18 Time drill was held: 9:10 (pm/am)

Exact time required to evacuate/shelter/secure: < 1 min.

Total Participants: 520

Remarks: DNE of Two Tornado Drills

This report is for emergency drill # 1 for school year 17-18.

Name of person conducting drill: B Downey

Title of person conducting drill: Principal

Signature of person conducting drill: Principal

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title PSO Todd Newberg Gladstone PSD

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_