

School Emergency Drills Documentation Form

Type of Drill

Time of Drill

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

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Gladstone Junior High

Date of Drill: 12/13/17 Time drill was held: 2:20 (pm/am)

Exact time required to evacuate/shelter/secure: 15 seconds

Total Participants: 355

Remarks: _____

This report is for emergency drill # 6 for school year 2017/18.

Name of person conducting drill: David A. Ballard

Title of person conducting drill: Principal

Signature of person conducting drill: David A. Ballard

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title Bob Berkehm

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

OR
Fire (fire chief or designee)
Name & Title _____