

School Emergency Drills Documentation Form

Type of Drill

Time of Drill

Fire Drill (5 required)

Standard

Tornado Drill (2 required, one in March)

Class Change

1 Lock Down (3 required)

Recess

Lockdown (recess or cafeteria)

Other Events

Lockdown (Air handlers off, reacting to hazardous material)

Name of Reporting School: Gladstone Junior High

Date of Drill: 9/12/17 Time drill was held: 8:25 (pm/am)

Exact time required to evacuate/shelter/secure: 20 seconds

Total Participants: 355

Remarks: _____

This report is for emergency drill # 2 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 _____

AND

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

OR

Fire (fire chief or designee)
Name & Title _____