

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 Junior High

Date of Drill: 5/3/16 Time drill was held: 9:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1:40

Total Participants: 375

Remarks: Went well.

This report is for emergency drill # 10 for school year 2015-16.

Name of person conducting drill: David 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 Mark Sailer, PSD

OR

Fire (fire chief or designee)
Name & Title _____