

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill
(2 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Big Jackson Public

Date of Drill: 3/19/15 Time drill was held: 9:45 (pm/am)

Exact time required to evacuate/shelter/secure: 2:50

Total Participants: 46

Remarks: Evacuation to Church organized & quiet.

This report is for emergency drill # 2 for school year 2014-15
(tornado)

Name of person conducting drill: Rebecca Jackson

Title of person conducting drill: Building Administrator

Signature of person conducting drill: R. Jackson

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title Deb Wilkinson

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

Fire (fire chief or designee)
Name & Title _____