

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: Adams Christian School

Date of Drill: 3-6-15 Time drill was held: 1:55 (pm/am)

Exact time required to evacuate/shelter/secure: 2 min 44 sec.

Total Participants: 260

Remarks: Went well; an executive decision was made to move kindergarten to a new location deemed safe by the fire chief. Their new location is the North side of their room.

This report is for emergency drill # 2 for school year 14-15.

Name of person conducting drill: Rick Mingerink

Title of person conducting drill: Principal

Signature of person conducting drill: Rick Mingerink

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

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

OR

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