

# School Emergency Drills Documentation Form

<input type="checkbox"/>	Fire Drill (6 required)
<input type="checkbox"/>	Tornado Drill (2 required)
<input checked="" type="checkbox"/>	Lock Down/Shelter in Place Drill (2 required)

<input type="checkbox"/>	Standard
<input type="checkbox"/>	Class Change
<input type="checkbox"/>	Recess
<input type="checkbox"/>	Other Events

Name of reporting school: Chelaming Elementary

Date of drill: 3/17/16 Time drill was | 9:00 AM to 9:15 AM PPM

Exact time required to evacuate / shelter / secure: \_\_\_\_\_

Total Participants: 36 students 20 adults

Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

This report is for emergency drill # \_\_\_\_\_ for school year 2015-2016

Name of person conducting drill: Ms Kearney

Title of the person conducting the drill: Superintendent

Signature of person conducting the drill: \_\_\_\_\_

Drill was coordinated with \_\_\_\_\_

Emergency Management Coordinator  
 Name & Title \_\_\_\_\_  
 Signature \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
 Name & Title \_\_\_\_\_  
 Signature \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
 Name & Title \_\_\_\_\_  
 Signature \_\_\_\_\_