

School Emergency Drills

Documentation Form

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Pansophia Academy

Date of Drill: 4-13-18 Time drill was held: 7:43 (pm/am)

Exact time required to evacuate/shelter/secure: 00:02:45

Total Participants: 400

Remarks: Drill conducted right before start of class - kids in areas other than class.

This report is for emergency drill # 8 for school year 17-18

Name of person conducting drill: Jamie Mueller

Title of person conducting drill: Principal

Signature of person conducting drill: Principal

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 Paul Dove