

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: Pansophica Academy

Date of Drill: 1-10-19 Time drill was held: 1:59 (pm/am)

Exact time required to evacuate/shelter/secure: 2:34:00

Total Participants: 400

Remarks: _____

This report is for emergency drill # 4 for school year 18-19

Name of person conducting drill: Jamie Mueller

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title Steve Klotz

AND

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

OR

Fire (fire chief or designee)
Name & Title EM coordinator