

2019-20 School Year Emergency Drills

Documentation Form

Type of Drill

Time of Drill

- Fire Drill (5 Required 3 by Dec. 1 and at least 2 after Jan.1)
- Tornado Drill (2 Required (1) in March (last Weds. of March is the Statewide Tornado Drill))
- Lock Down/Shelter in Place Drill (3 required, at least 1 by Dec. 1 and at least 1 after Jan. 1)

- Standard
- Class Change
- Recess
- Lunch
- Other _____

2:15 pm

At least one of the above drills must be conducted during a lunch or recess period

Name of reporting School: Meadowview

Date of Drill: 22 Nov 19 Time drill was held: 2:15 pm (pm/am)

Exact time required to evacuate/Shelter/secure: 01 minute 28 seconds

Total Participants: 40

Remarks: _____

This Report is for (Type of drill) Fire #3 for school year 19-20.

Name of person conducting drill: Michel McDonald

Title of person conducting drill: Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

- Law Enforcement (County sheriff or Police or designee or MSP)
Name & Title _____

OR

- Fire (fire Chief of Designee)
Name & Title _____

**Documentation of completed school safety Drills must be posted to the website within 30 school days and maintained on the website for at least 3 years.*