

2020-21 School Year Emergency Drills

Documentation Form

Type of Drill

- Fire Drill (5 Required 3 by Dec. 1 and at least 1 after Jan.1)
- Tornado Drill (2 Required (1) by Dec. 1 and one after Jan.1, (1) must be at lunch time. 1 must be in March)
- Lock Down/Shelter in Place Drill (3 required, at least 1 by Dec. 1 and at least 1 after Jan. 1, (1) must be at lunch)

Time of Drill

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

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

Name of reporting School: Meadowview

Date of Drill: 09/24/2020 Time drill was held: 11:45 AM (pm/am)

Exact time required to evacuate/Shelter/secure: 3 min 21 sec

Total Participants: 24 meadowview/14 office

Remarks: 1 door unlocked

This Report is for (Type of drill) _____ # _____ for school year 20/21

Name of person conducting drill: Michael McDonald

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title _____

AND

Law Enforcement (County sheriff or Police or designee or MSP)
Name & Title Officer Carroll

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.*