

School Emergency Drills

Documentation Form

Type of Drill

- ☒ Fire Drill (6 required)
- ☐ Tornado Drill (2 required)
- ☐ Lock Down/Shelter in Place Drill
(2 required)

Time of Drill

- ☒ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Events (Lunch Hour)

Name of Reporting **School: Discovery Academy**

Date of Drill: 9/7/2022 Time drill was held: 1:03

Exact time required to evacuate/shelter/secure: 45seconds

Total Participants: 24

Remarks: _____

This report is for emergency drill # 1 for school year 2022-2023

Name of person conducting drill: **Bill Bergan**

Title of person conducting drill: **Director**

Signature of person conducting drill: 

Drill was coordinated with:

- ☐ Emergency Management Coordinator

Name & Title _____

AND

- ☒ Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title Resource Officer moesterwal@bsopd.org

OR

- ☐ Fire (fire chief or designee)

Name & Title _____