

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: **January 13th 2021** Time drill was held: **900am**

Exact time required to evacuate/shelter/secure: 2min

Total Participants: **12**

Remarks: _____

This report is for emergency drill # **5** for school year

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 Keith Keith Patrudman

OR

- Fire (fire chief or designee)

Name & Title _____