

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: Sylvester Elementary

Date of Drill: 10/8/20 Time drill was held: 11:22

Exact time required to evacuate/shelter/secure: 7:59

Total Participants: 241

Remarks: Lockdown in Transition

This report is for emergency drill # 2 for school year 2020-21

Name of person conducting drill: Amy Williams

Title of person conducting drill: Principal

Signature of person conducting drill: Amy Williams

Drill Was Coordinated With:

- Emergency Management Coordinator

Name & Title _____

And

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

Name & Title Rick Smieten dorf; SRO- BSO/PPD

OR

- Fire (fire chief or designee)

Name & Title _____

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Time of Drill

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

Name of Reporting School: Sylvester Elementary

Date of Drill: 10-8-20 Time drill was held: 11:10

Exact time required to evacuate/shelter/secure: 3:03

Total Participants: 261

Remarks: Fire drill in transition

This report is for emergency drill # 3 for school year 2020-21

Name of person conducting drill: Amy Williams

Title of person conducting drill: Principal

Signature of person conducting drill: Amy Williams

Drill Was Coordinated With:

- Emergency Management Coordinator

Name & Title _____

And

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

Name & Title Rock Smedendorf SRO - BSO/PPD

OR

- Fire (fire chief or designee)

Name & Title _____