

# School Emergency Drills Documentation Form

## Type of Drill

- Fire Drill (5 required)  
 Tornado Drill (2 required)  
 Lock Down/Shelter in Place Drill  
(3 required)

## Time of Drill

- Standard  
 Class Change  
 Recess  
 Other Events

Name of Reporting School: North Star Academy

Date of Drill: 9-10-15 Time drill was held: 9:32 (pm/am)

Time it took to evacuate/shelter/secure: 2:39

Total Participants: 315

Remarks: Sticks hanging from ceiling

This report is for emergency drill # 1 for school year 15-16.

Name of person conducting drill: Tina McNeely

Title of person conducting drill: Principal

Signature of person conducting drill: Tina Mcneely

Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title: Teresa Schwalbach, PEM, Emergency Management Coordinator

Signature: \_\_\_\_\_

**AND/OR**

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

Name & Title: \_\_\_\_\_

**AND/OR**

Fire (fire chief or designee)

Name & Title: Rob Cochrane, M&T Township Fire