

School Emergency Drills

Documentation Form

Type of Drill

Time of Drill

Fire Drill (5 required)

Standard

Tornado Drill (2 required)

Class Change

Lock Down/Shelter in Place Drill (3 required)

Recess

Other Events

Name of Reporting School: **NORTH STAR ACADEMY**

Date of Drill: 9/26/17 Time drill was held: 10:00 (pm/am)

Exact time required to evacuate/shelter/secure: 4 min. 37 sec.

Total Participants: 305

Remarks: Teachers need to be reminded to close windows.

This report is for emergency drill # 1 for school year 2017/18

Name of person conducting drill: **Andrea Ballard**

Title of person conducting drill: **Principal**

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator

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

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 Cochran / Fire Inspector

Mike Gregorich / Fire Fighter