

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: DELTON KELLOGG

Date of Drill: 9/14/17 Time drill was held: 12:45 (pm/am)

Exact time required to evacuate/shelter/secure: 1:00 LOCKED IN ROOMS
2:00 TOTAL QUIET/COMPLETE

Total Participants: 450 +/-

Remarks: REVIEW w/ KIDS IN B/R TAKING COVER. & NOT RETURNING TO CLASS.

This report is for emergency drill # 4/10 for school year 2017-18.

Name of person conducting drill: MIKE MOHAN

Title of person conducting drill: AD/AP

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 Deputy Matt Hoffman

OR

Fire (fire chief or designee)
Name & Title _____