

# 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

Name of Reporting School: DELTON KELLOGG HS

Date of Drill: 12-6-18 Time drill was held: 1:55 (pm/am)

Exact time required to evacuate/shelter/secure: :30 SECS.

Total Participants: 400

Remarks: ACTUAL EVENT (CODE YELLOW) OCCURRED 5 MINUTES BEFORE DRILL WAS TO TAKE PLACE.

This report is for emergency drill # 6 for school year 2018-19.

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 SCHOOL LIAISON OFFICER MARTI HERRMANN  
WAS IN BLDG. @ TIME OF DRILL/EVENT.

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_