

# School Emergency Drills Documentation Form

## Type of Drill

- Fire Drill (<sup>5</sup> 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: 2-8-18 Time drill was held: 2:10 - 2:18 (pm/am)

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

Total Participants: 410+

Remarks: SCHEDULED TO HOLD LOCK DOWN DURING CLASS CHANGE. EVERYONE STAYED IN ROOMS UNTIL ALL CLEAR WAS GIVEN.

This report is for emergency drill # 7/10 for school year 2017-18.

Name of person conducting drill: MIKE MOHAN & LUCAS TRIERWEILER

Title of person conducting drill: AD/AP & PRINCIPAL

Signature of person conducting drill: [Signature]

## 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 LIASON DEPUTY MARTI HOREMANN

OR

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