

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: Our Lady of Lake Huron School

Date of Drill: 09-05-2018 Time drill was held: 8:30 (pm/am)

Exact time required to evacuate/shelter/secure: 2 minutes 09 seconds

Total Participants: 100 students and adults

Remarks: 7th grade at church One student with secretary in office. First drill of school year; review procedures

This report is for emergency drill # 1 for school year 18/19.

Name of person conducting drill: Cathryne Goulet

Title of person conducting drill: Principal

Signature of person conducting drill: Cathryne Goulet

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

- Fire (fire chief or designee)
Name & Title _____