

# 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: North LeValley School

Date of Drill: 4-20-21 Time drill was held: 1:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1:19 minutes

Total Participants: 16

Remarks: \_\_\_\_\_

This report is for emergency drill # 3 for school year 20-21.

Name of person conducting drill: Meri Stevens

Title of person conducting drill: teacher

Signature of person conducting drill: M. Stevens

### 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 \_\_\_\_\_