

SCHOOL EMERGENCY DRILLS
Documentation Form

Type of Drill

Time of Drill

Fire Drill (6 required)

Standard

Tornado Drill (2 required)

Class Change

Lock Down / Shelter in Place Drill
(2 required)

Recess

Other Events

Name of Reporting School: Thomas Read Elementary

Date of Drill: 4/12/2021

Time drill was held: 9:30 AM

Exact time required to evacuated / shelter / secure: 2:59:00

Total Participants: 243 students & 65 adults

Remarks: 3 classed did not have attendance done. Windows and doors locked to all classrooms

This report is for emergency drill # Lockdown #3 for school year: 2020-2021

Name of person(s) conducting drill: Kara Vanderweele

Title of person(s) conducting drill: Principal

Signature of person conducting drill:

Kara Vanderweele

Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title: _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title: _____

Fire (fire chief or designee)

Name & Title: _____

O:forms/drills