

Documentation Form

Type of Drill

Time of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required) 2nd
- Lock Down / Shelter in Place Drill (2 required)

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Shelby High School

Date of Drill: 3/10/2020 Time drill was held: 12:44 PM

Exact time required to evacuated / shelter / secure: 3 minutes

Total Participants: 426

Remarks: _____

This report is for emergency drill # 8 for school year: 2019-2020

Name of person(s) conducting drill: Melissa Kramer

Title of person(s) conducting drill: Principal

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: _____

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