

# School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill (6 required - 4 in the fall and 2 before the end of the current school year)
- Tornado Drill (2 required -1 Fall, 1 Spring)
- Lock Down/Shelter in Place Drill (2 required - 1 Fall, 1 Spring in coordination with local public emergency response personnel)

### Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St. Patrick School, Portland

Date of Drill: 10-7-15 Time drill was held: 8:56 am (pm/am)

Exact time required to evacuate/shelter/secure: 2:11

Total Participants: 373

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

This report is for emergency drill # 03 for school year 2015-16.

Name of person conducting drill: Randy Hodge

Title of person conducting drill: Principal

Signature of person conducting drill: Randy Hodge

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 Fire Marshal Shasta Weinigman

517-449-5345