

# 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  
exit blocked

Name of Report School: St. Patrick School, Portland

Date of Drill: 10/6/2025 Time drill was held: 2:00 PM (pm/am)

Exact time required to avacuate/shelter/secure: 3 mins. 10 secs.

Total Participants: 356

Remarks: Exit blocked

This report is for emergency drill # 5 for school year 2025-26

Name of person conducting drill: Mrs. Casey Lenneman

Title of person conducting drill: Principal

Signature of person conducting drill: Casey Lenneman

Drill was coordinated with:

☐ Emergency Management Coordinator  
Name and Title: \_\_\_\_\_

**AND**

☐ Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name and Title: \_\_\_\_\_

**OR**

☐ Fire (fire chief or designee)  
Name & Title : \_\_\_\_\_