School Emergency Drills Documentation Form

Type of Drill
- Fire Drill (5 required)
- Tornado Drill (2 required, one in March)
- Lock Down (3 required)
- Lockdown (recess or cafeteria)
- Lockdown (Air handlers off, reacting to hazardous material)

Time of Drill
- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Mansfield Area Middle/HS

Date of Drill: 03/19

Time drill was held: 2:25 (pm/am)

Exact time required to evacuate/shelter/secure: < 1.0 min

Total Participants: ≈ 470

Remarks: 252 were 20 lights were closed

This report is for emergency drill # 2 for school year 19/20.

Name of person conducting drill: John Smith

Title of person 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 ________________________________

OR

☐ Fire (fire chief or designee)
Name & Title ________________________________