# School Emergency Drills Documentation Form

<table>
<thead>
<tr>
<th><strong>Type of Drill</strong></th>
<th><strong>Time of Drill</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>✕ Fire Drill (6 required)</td>
<td>✕ Standard 2:20pm</td>
</tr>
<tr>
<td>___ Tornado Drill (2 required)</td>
<td>___ Class Change</td>
</tr>
<tr>
<td>___ Lock Down / Shelter in Place Drill</td>
<td>___ Recess</td>
</tr>
<tr>
<td>(2 required)</td>
<td>___ Other Events</td>
</tr>
</tbody>
</table>

Name of Reporting School: *Monsignor Scanlan HS*

Date of Drill: **10/22/14** Time drill was held: **2:20** *(pm/am)*

Exact time required to evacuate/shelter/secure: **< 1 min**

Total Participants: **480**

Remarks: **Without Incident**

This report is for emergency drill # **2** for school year **2014/15**

Name of person conducting drill: **John Shuer**

Title of person conducting drill: **Principal**

Signature of person conducting drill: **[Signature]**

Drill Was Coordinated With:

- Emergency Management Coordinator
  Name & Title: **Bob Birrbohm** was notified in writing

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
  Name & Title: **[Signature]**

OR

- Fire (fire chief or designee)
  Name & Title: **[Signature]**