School Emergency Drills
Documentation Form

Type of Drill

___ Fire Drill (5 required)

___ Tornado Drill (2 required, one in March

X Lock Down (3 required)

___ Lockdown (recess or cafeteria)

___ Lockdown (Air handlers off, reacting to hazardous material)

Time of Drill

X Standard

___ Class Change

___ Recess

___ Other Events

Name of Reporting School: Mansfield Area Middle HS

Date of Drill: 2/4/2016 Time drill was held: 8:10 (pm/am)

Exact time required to evacuate/shelter/secure: < 1.3 min

Total Participants: 480

Remarks: NONE

This report is for emergency drill #3 for school year 2016

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 __________________________

□ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title __________________________

OR

□ Fire (fire chief or designee)
Name & Title __________________________