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 Schools

Date of Drill: 5/16
Exact time drill was held: 2:50 (pm/am)

Total Participants: 480

Remarks: Without incident

This report is for emergency drill # 2 for school year 17/18

Name of person conducting drill: [Signature]
Name & Title: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title: [Signature]

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]