

# School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

### Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Pine River Elem

Date of Drill: 2-24-22 Time drill was held: 10:18 (pm/am)

Exact time required to evacuate/shelter/secure: 2 min

Total Participants: 221

Remarks: \_\_\_\_\_

This report is for emergency drill # 5 for school year 21-22

Name of person conducting drill: Crystal Shel

Title of person conducting drill: Math + Reading Coach

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 \_\_\_\_\_