

# School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (2 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Oak Savioir Lutheran School

Date of Drill: 10.9.2015 Time drill was held: 2:00 (pm/am)

Exact time required to evacuate/shelter/secure: 0:57

Total Participants: 99

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

This report is for emergency drill # 3 for school year 2015.

Name of person conducting drill: Teremy Swe

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

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 \_\_\_\_\_