

**School Emergency Drills
Documentation Form**

<u>Type of Drill</u>	<u>Time of Drill</u>
<input type="checkbox"/> Fire Drill (5 required)	<input checked="" type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input checked="" type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Kenowa Hills Central Elementary

Date of drill: 7 February 2023 Time drill was held: 9:50 am (pm/am)

Exact time required to evacuate/shelter/secure: 22 seconds

Total participants: 605

Remarks: All were sheltered within 22 seconds. Students and staff remained in place for an additional 17 minutes as staff tested ADD communication procedures.

This report is for emergency drill #2 for school year 2022-23.

Name of person conducting drill: Chris Bernard

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: *Chris Bernard*

Drill Was **Coordinated** With:

County/Local Emergency Management Coordinator or designee
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 _____