

**School Emergency Drills  
Documentation Form**

<u>Type of Drill</u>	<u>Time of Drill</u>
<input checked="" type="checkbox"/> Fire Drill (6 required)	<input checked="" type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Saint Thomas the Apostle Catholic School

Date of drill: 10/28/2020 Time drill was held: 2:45 (pm/am)

Exact time required to evacuate/shelter/secure: 1:43

Total participants: 242

Remarks: Close windows - second floor - socially distanced to upper parking lot - Great job staying quiet during drill.

This report is for emergency drill # 1 for school year 2020/2021

Name of person conducting drill: Suzi Furwander

Title of person conducting drill: Principal

Signature of person conducting drill: 

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 \_\_\_\_\_

	#1	#2	#3	#4	#5	#6
<b>Date</b>						
Preschool	7					
Bridge- Kindergarten	12					
Malonek - Kindergarten						
Casey - Gr. 1	15 1					
Donohue - Gr. 1/2	13 1					
Tietema - Gr. 1/2	16					
Heeringa - Gr. 2	16					
Steghuis - Gr. 3	15					
VanDyke - Gr. 3	12 1					
Petkus - Gr. 4	23 1					
Zakrasjek - Gr. 4/5	20 1					
Mester - Gr. 5	18 1					
Pieri - Grs.6-8	18 1					
Bendon- Grs. 6-8	8 1					
Hoedeman - Grs. 6-8	14 1					
Baxter - Grs.6-8	13 1					

adults

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