

**School Emergency Drills
Documentation Form**

<u>Type of Drill</u>	<u>Time of Drill</u>
<input type="checkbox"/> Fire Drill (6 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: Saint Thomas the Apostle

Date of drill: 2.25.21 Time drill was held: 9:15 (pm/am)

Exact time required to evacuate/shelter/secure: 3 min!

Total participants: 345

Remarks: All doors locked, - All shades down -

4 rooms without missing/injured child indicator in window
* put one on window & re-instructed teachers. (St. Thomas Stickers)
This report is for emergency drill # 3 for school year 2020-21

Name of person conducting drill: Susan Furtwangler

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 _____