

**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: Saint Thomas the Apostle Catholic School

Date of drill: 2/13/2023 Time drill was held: 2 (pm/am)

Exact time required to evacuate/shelter/secure: 3:15

Total participants: 302

Remarks: None

This report is for emergency drill # 7 for school year 2022/2023

Name of person conducting drill: Ryan Corcoran

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

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 _____

	#7	
Preschool	✓	
Bridge- Kindergarten	✓	N/A mars
Sluggett - Kindergarten	✓	
Casey - Gr. 1	✓	
Donohue - Gr. 1/2	✓	
Tietema - Gr. 2	✓	
Mester - Gr. 3	✓	
Linn - Gr. 3	✓	
Malonek-4	✓	
VanDyke - Gr. 4/5	✓	
Zakrasjek - Gr. 4/5	✓	
Mester - Gr. 5	✓	
Schafer- Gr.6	✓	
Bendon- Gr. 6	✓	
Baxter-7	✓	
Hoedeman-8	✓	

2/13/23

Lockdown

2pm