

# 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: Conductive Learning Center of

Date of Drill: 3/22/21 Time drill was held: 2:55 (pm/am)

Exact time required to evacuate/shelter/secure: 20 seconds

Total Participants: 7

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

This report is for emergency drill # 4 for school year 2020-2021

Name of person conducting drill: Andrea Swiger

Title of person conducting drill: Program Director

Signature of person conducting drill: *Andrea Swiger*

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 \_\_\_\_\_