

# 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 North America  
Date of Drill: 5/27/21 Time drill was held: 1:45 (pm/am)  
Exact time required to evacuate/shelter/secure: 1 min. 22 sec.  
Total Participants: 13  
Remarks: \_\_\_\_\_

This report is for emergency drill # 8 for school year 2020-2021  
Name of person conducting drill: Andrea Swiger  
Title of person conducting drill: Program Director  
Signature of person conducting drill: [Signature]

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 \_\_\_\_\_