

# School Emergency Drills

## Documentation Form

**Type of Drill**

- Fire Drill ( 6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (2 required)

**Type of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St. Michael Lutheran

Date of Drill: 5-7-21 Time drill was held: 12:22 (am/pm)

Exact time required to evacuate/shelter/secure: 3:02

Total Participants: 110

Remarks: DURING LUNCH TIME

This report is for emergency drill # 10 for school year 2020-2021

Name of person conducting drill: Greg Johnson

Title of person conducting drill: Principal

Signature of person conducting drill: Greg Johnson

Lock Down/Shelter in Place Drill was COORDINATED with:

- Emergency Management Coordinator  
Name and Title \_\_\_\_\_  
AND
- Law Enforcement (county sheriff or chief of police or designee of MSP)  
Name and Title \_\_\_\_\_  
OR
- Fire (fire chief or designee)  
Name and Title \_\_\_\_\_

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**Type of Drill**

- Fire Drill ( 6 required)
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- Lock Down/Shelter in Place Drill (2 required)

**Type of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St Michael Lutheran

Date of Drill: 4-12-21 Time drill was held: 2:30 (am/pm) pm

Exact time required to evacuate/shelter/secure: 2:35

Total Participants: 105

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

This report is for emergency drill # 9 for school year 2020-2021

Name of person conducting drill: Greg Johnson

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Lock Down/Shelter in Place Drill was COORDINATED with:

- Emergency Management Coordinator

Name and Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee of MSP)

Name and Title \_\_\_\_\_

OR

- Fire (fire chief or designee)

Name and Title \_\_\_\_\_

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### Type of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St. Michael Lutheran

Date of Drill: 1-5-20 Time drill was held: 2:00 (am/pm) (pm)

Exact time required to evacuate/shelter/secure: 3:02

Total Participants: 115

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

This report is for emergency drill # 6 for school year 2020-2021

Name of person conducting drill: GREG JOHNSON

Title of person conducting drill: PRINCIPAL

Signature of person conducting drill: Greg Johnson

Lock Down/Shelter in Place Drill was COORDINATED with:

- Emergency Management Coordinator

Name and Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee of MSP)

Name and Title \_\_\_\_\_

OR

- Fire (fire chief or designee)

Name and Title \_\_\_\_\_

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**Type of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: \_\_\_\_\_

Date of Drill: 10-8-20 Time drill was held: 9:30 (am/pm)

Exact time required to evacuate/shelter/secure: 1:59

Total Participants: 101

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

\_\_\_\_\_

This report is for emergency drill # 5 for school year 20-21.

Name of person conducting drill: Greg Johnson

Title of person conducting drill: PRINCIPAL

Signature of person conducting drill: Greg Johnson

Lock Down/Shelter in Place Drill was COORDINATED with:

Emergency Management Coordinator  
Name and Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee of MSP)  
Name and Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name and Title \_\_\_\_\_

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- Fire Drill ( 6 required)
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**Type of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St. Michael Lutheran

Date of Drill: 9-22-20 Time drill was held: 12:50 (am/pm) (pm)

Exact time required to evacuate/shelter/secure: 2:58

Total Participants: 98

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

This report is for emergency drill # 4 for school year 20-21.

Name of person conducting drill: Greg Johnson

Title of person conducting drill: Principal

Signature of person conducting drill: Greg Johnson

Lock Down/Shelter in Place Drill was COORDINATED with:

Emergency Management Coordinator  
 Name and Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee of MSP)  
 Name and Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
 Name and Title \_\_\_\_\_

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**Type of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: \_\_\_\_\_

Date of Drill: 9-21-20 Time drill was held: 9:45 (am/pm)

Exact time required to evacuate/shelter/secure: UNTIMED

Total Participants: 105

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

This report is for emergency drill # 3 for school year 20-21.

Name of person conducting drill: Greg Johnson

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Lock Down/Shelter in Place Drill was COORDINATED with:

- Emergency Management Coordinator

Name and Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee of MSP)

Name and Title \_\_\_\_\_

OR

- Fire (fire chief or designee)

Name and Title \_\_\_\_\_

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**Type of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St- Michael Lutheran

Date of Drill: 9-18-20 Time drill was held: 10:00 (am/pm)

Exact time required to evacuate/shelter/secure: 2:15

Total Participants: 100

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

This report is for emergency drill # 2 for school year 20-21.

Name of person conducting drill: Greg Johnson

Title of person conducting drill: Principal

Signature of person conducting drill: Greg Johnson

Lock Down/Shelter in Place Drill was COORDINATED with:

Emergency Management Coordinator  
 Name and Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee of MSP)  
 Name and Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
 Name and Title \_\_\_\_\_

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**Type of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St. Michael Lutheran

Date of Drill: 9-9-20 Time drill was held: 10:00 (am/pm)

Exact time required to evacuate/shelter/secure: 3:02

Total Participants: 105

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

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

Name of person conducting drill: Greg Johnson

Title of person conducting drill: Principal

Signature of person conducting drill: Greg Johnson

Lock Down/Shelter in Place Drill was COORDINATED with:

- Emergency Management Coordinator

Name and Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee of MSP)

Name and Title \_\_\_\_\_

OR

- Fire (fire chief or designee)

Name and Title \_\_\_\_\_



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**Type of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St. Michael Lutheran

Date of Drill: 3-23-21 Time drill was held: 2:00 (am/pm)

Exact time required to evacuate/shelter/secure: 3:01

Total Participants: 115

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

This report is for emergency drill # 7 for school year 2020-2021

Name of person conducting drill: Greg Johnson

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Lock Down/Shelter in Place Drill was COORDINATED with:

- Emergency Management Coordinator

Name and Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee of MSP)

Name and Title \_\_\_\_\_

OR

- Fire (fire chief or designee)

Name and Title \_\_\_\_\_

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### Type of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: St Michael Lutheran

Date of Drill: 4-8-21 Time drill was held: 10:45 (am/pm)

Exact time required to evacuate/shelter/secure: 4:15

Total Participants: 115

Remarks: Took longer as teachers were using new lockdown locks for the first time with this drill.

This report is for emergency drill # 8 for school year 2020-2021

Name of person conducting drill: Boey Johnson

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Lock Down/Shelter in Place Drill was COORDINATED with:

- Emergency Management Coordinator

Name and Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee of MSP)

Name and Title \_\_\_\_\_

OR

- Fire (fire chief or designee)

Name and Title \_\_\_\_\_