

# 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: Powers Catholic H.S.

Date of Drill: 1-15-15 Time drill was held: 10:40 Am (pm/am)

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

Total Participants: 600 + Staff

Remarks: Drill was successful. Addressed two classrooms that did not cover door windows.

This report is for emergency drill # 6 for school year 2014-15

Name of person conducting drill: Rory Mattar

Title of person conducting drill: Rory Mattar / Dean of Students

Signature of person conducting drill: Rory Mattar

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 \_\_\_\_\_