

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: Hesperia Community Schools

Date of Drill: 6/2/16 Time drill was held: 9:59 (pm/am)

Exact time required to evacuate/shelter/secure: 4:00 minutes

Total Participants: _____

Remarks: Need to adjust door height H/s office; Keys to lock doors

This report is for emergency drill # 2 for school year 15-16.

Name of person conducting drill: Joseph Cankle

Title of person conducting drill: School Safety Liaison

Signature of person conducting drill: Joe Cankle

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 _____