

# School Emergency Drills Documentation Form

## Type of Drill

- ☐ Fire Drill (5 required)  
☒ Tornado Drill (2 required)  
☐ Code Red-Lock Down **or**  
☐ Code Yellow-Shelter in Place Drill  
(3 required)

## Time of Drill

- ☒ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: Stephenson Area Public School

Date of Drill: 3/23/23 Time drill was held: 9:00 (am/pm)

Exact time required to evacuate/shelter/secure: 2:01

Total Participants: 497

Remarks: Will reevaluate locations

This report is for emergency drill # 5 for school year 2022/2023

Name of person conducting drill: Christian Londo

Title of person conducting drill: K-12 Principal

Signature of person conducting drill: 

Drill was Coordinated With:

- ☐ Emergency Management Coordinator  
Signature & printed name: \_\_\_\_\_  
Title: \_\_\_\_\_

**AND**

- ☐ Law Enforcement (county sheriff or chief of police or designee or MSP)  
Signature & printed name: \_\_\_\_\_  
Title: \_\_\_\_\_

**OR**

- ☐ Fire (fire chief or designee)  
Signature & printed name: \_\_\_\_\_  
Title: \_\_\_\_\_