

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: Beechnau Elementary

Date of Drill: 5-19-22 Time drill was held: 9:02 (pm/am)

Exact time required to evacuate/shelter/secure: 2 min.

Total Participants: 320

Remarks: 2 sub teachers, 3 sub para-pros, 3rd Grade at a field trip.

This report is for emergency drill # 8 for school year 2021/22.

Name of person conducting drill: Robert Nista

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title Brian Zilka, Maintenance Supervisor

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

Fire (fire chief or designee)
Name & Title _____