

# School Emergency Drills Documentation Form

**Type of Drill**

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

Code Red

**Time of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: North Central Area Schools

Date of Drill: 12/6/18 Time drill was held: 2:15 (pm/am)

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

Total Participants: 182

Remarks: Excellent response, but needs work on completely unified security

This report is for emergency drill # 3 for school year 2018-19

Name of person conducting drill: Bruce M Taylor

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title Deputy Sheriff - Greg Smith

OR Brian Helfert BRIAN HELFERT  
SCHOOL RESOURCE OFFICER / JUVENILE CRIME INVESTIGATOR

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

# 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: North Central Area Schools

Date of Drill: 1/14/19 Time drill was held: 8:45 (am/pm)

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

Total Participants: 190

Remarks: Not all st. night locks were in place all doors are locked

This report is for emergency drill # 4 for school year 2018-2019.

Name of person conducting drill: Bruce Tapio

Title of person conducting drill: Building Principal

Signature of person conducting drill: 

Drill was Coordinated With:

Emergency Management Coordinator  
Signature & printed name:  Rich Sexton  
Title: EMC

**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: \_\_\_\_\_