

School Emergency Drills Documentation Form

Type of Drill

Fire Drill (5 required, three by Dec. 1)

Tornado Drill (2 required, 1 in March)

Lock Down/Shelter in Place Drill (3 required, one by Dec. 1 and one after Jan 1.)

Time of Drill*

Standard
Class Change

Recess

Other Events Lunch

*One drill must occur during a transition time

Name of Reporting School: Coon School

Date of Drill: 4-24-15 Time drill was held: 12:30 (pm/am)

Exact time required to evacuate/shelter/secure: 0:58

Total Participants: 32

Remarks: School/Police liaison observed drill

This report is for emergency drill # 2 for school year 2014-15.

Name of person conducting drill: Laura Bush

Title of person conducting drill: 4-8 teacher

Signature of person conducting drill: Laura Bush

Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title: Doug Devries, Deputy Emergency Management Director

Submit schedule* of drills by September 15
emd@ioniacounty.org

*Notify the Emergency Management Director if there are any changes to the schedule. If a drill is cancelled, it must be rescheduled within 10 days

A copy of this form must be posted onto the school's website within 30 days of the drill and remain on the site for 3 years.