

# School Emergency Drills Documentation Form

- |   |  |
|---|--|
| <p><b>Type of Drill*</b></p> <p><input checked="" type="checkbox"/> Standard</p> <p><input type="checkbox"/> Class Change</p> <p><input type="checkbox"/> Recess</p> <p><input type="checkbox"/> Other Events</p> <p><small>* One drill must occur during a transition time</small></p> | <p><b>Type of Drill</b></p> <p><input type="checkbox"/> Fire Drill (5 required, three by Dec. 1)</p> <p><input type="checkbox"/> Tornado Drill (2 required, 1 in March)</p> <p><input checked="" type="checkbox"/> Lock Down/Shelter in Place Drill (3 required, one by Dec. 1 and one after Jan 1.)</p> |
|---|--|

Name of Reporting School: Coon School

Date of Drill: 4/25/19 Time drill was held: 12:30 (pm/am)

Exact time required to evacuate/shelter/secure: 46sec

Total Participants: 10

Remarks: \_\_\_\_\_

This report is for emergency drill # 2 for school year 18-19.

Name of person conducting drill: Amy Eaton

Title of person conducting drill: teacher

Signature of person conducting drill: Amy Eaton

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.