School Emergency Drills
Documentation Form

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<th>Type of Drill</th>
<th>Time of Drill</th>
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<td>Fire Drill (4 required)</td>
<td>Standard</td>
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<td>Tornado Drill (2 required)</td>
<td>Class Change</td>
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<td>Lock Down Drill (2 required)</td>
<td>Other Event</td>
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Name of Reporting School: West Shore Educational Service District

Date of Drill: 11/10/17 Time of Drill: 10:00 (a.m./p.m.)

Exact time required to evacuate/shelter/secure: 7 minutes

Total Participants: 50+

Comments: Still having problems with our electronic external door locking system. Have contacted technology and hoping it is up and running soon. We were missing one of our lockdown team members so it was a great practice of our backup system.

Drill Number: 2 for school year 2017-2018.

Name of person conducting drill: Marc Dennis

Title of person conducting drill: Behavior Management/Safety Coordinator

Signature of person conducting drill: Marc D. Dennis

Drill was Coordinated With:

X Emergency Management Coordinator
Name & Title: Liz Reimick, Mason County Emergency Manager

Law Enforcement (County Sheriff, chief of Police, or MSP)
Name & Title: ________________________________

Fire (Fire Chief or Designee)
Name & Title: ________________________________