### School Emergency Drills

**Documentation Form**

<table>
<thead>
<tr>
<th>Type of Drill</th>
<th>Time of Drill</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Drill (4 required)</td>
<td>Standard</td>
</tr>
<tr>
<td>Tornado Drill (2 required)</td>
<td>Class Change</td>
</tr>
<tr>
<td>Lock Down Drill (2 required)</td>
<td>Other Event</td>
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</tbody>
</table>

**Name of Reporting School:** West Shore Educational Service District

**Date of Drill:** 10/24/16  
**Time of Drill:** 1:00 (a.m./p.m.)

**Exact time required to evacuate/shelter/secure:** 6 min.

**Total Participants:** 40+

**Comments:** First drill of the year and it went well. It was also faster due to us being down one classroom.

**Drill Number:** 1 for school year 2016-2017

**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:**

- Emergency Management Coordinator
  - Name & Title: ____________________________
- Law Enforcement (County Sheriff, chief of Police, or MSP)
  - Name & Title: ____________________________
- Fire (Fire Chief or Designee)
  - Name & Title: ____________________________