

1 of 2  
Sep 20

# School Emergency Drills Documentation Form

**Type of Drill**

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

**Time of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Calvary Bible Academy

Date of Drill: 9-20-2018 Time drill was held: 9:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1 Min.

Total Participants: 20

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

This report is for emergency drill # 1 for school year 2018-2019

Name of person conducting drill: Nate Wilder

Title of person conducting drill: Principal

Signature of person conducting drill: Nate Wilder

Drill Was Coordinated With:

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

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title Dave Smith Cass County

**OR**

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