

**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: 10-21-2020 Time drill was held: 2:00 (pm/am)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 27

Remarks: _____

This report is for emergency drill # 3 for school year 2020-2021.

Name of person conducting drill: Stacey Wilder

Title of person conducting drill: Administrator

Signature of person conducting drill: Stacey 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 Cass County Dave Smith

OR

- Fire (fire chief or designee)
Name & Title _____