

# 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: Beechnau Elementary School

Date of Drill: 3-24-22 Time drill was held: 10:30 (pm/am)

Exact time required to evacuate/shelter/secure: 2 minutes

Total Participants: 400

Remarks: 2 Paraprofessional Subs, 1 Guest Teacher

This report is for emergency drill # 5 for school year 2021-22.

Name of person conducting drill: Rob Nista

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

- Emergency Management Coordinator  
Name & Title Brian Zilka, Maintenance Supervisor

**AND**

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

- Fire (fire chief or designee)  
Name & Title Geoff Nelson