

# 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: Ravenna HS

Date of Drill: 3-8-22 Time drill was held: 10:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1 min 5 seconds

Total Participants: 331

Remarks: 3 subs in the building

This report is for emergency drill # 3 for school year 21/22.

Name of person conducting drill: Kyle Jawor

Title of person conducting drill: Dean of Students

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 \_\_\_\_\_