

# 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 Middle School

Date of Drill: 3-24-22 Time drill was held: 10:00 (pm/am)

Exact time required to evacuate/shelter/secure: 4 min

Total Participants: 347

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

This report is for emergency drill # 1 for school year 21/22.

Name of person conducting drill: Frank Marietta

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title Brian Zilka - maintenance director

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 - Ravenna Fire Dept.