

# 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: 5-24-22 Time drill was held: 8:10 (pm/am)

Exact time required to evacuate/shelter/secure: 2 1/2 min

Total Participants: 357

Remarks: 1 sub in building

This report is for emergency drill # 2 for school year 21/22.

Name of person conducting drill: Frank Marietta

Title of person conducting drill: Prinicpal

Signature of person conducting drill: [Signature]

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 \_\_\_\_\_