

**School Emergency Drills**  
Documentation Form

<u>Type of Drill</u>	<u>Time of Drill</u>
<u>    </u> Fire Drill (5 required)	<u>  X  </u> Standard
<u>    </u> Tornado Drill (2 required)	<u>    </u> Class Change
<u>  X  </u> Lock Down/Shelter in Place Drill (2 required)	<u>    </u> Recess
	<u>    </u> Other Events

Name of reporting school: Kenowa Hills Central Elementary

Date of drill: 6 March 2023 Time drill was held: 1:50 pm (pm/am)

Exact time required to evacuate/shelter/secure: 27 seconds

Total participants: 612

Remarks: All were sheltered within 27 seconds. Students and staff remained in place for an additional 11 minutes as staff tested ADD communication procedures.

This report is for emergency drill # 3 for school year 2022-23.

Name of person conducting drill: Chris Bernard

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: *Chris Bernard*

Drill Was ***Coordinated*** With:

     **County/Local Emergency Management Coordinator or designee**  
Name & Title \_\_\_\_\_

AND

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

OR

     **Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_