

2023-2024 School Year Emergency Drills

Documentation Form

Type of Drill

Time of Drill

- Fire Drill (5 Required 3 by Dec. 1 and at least 2 after Jan.1) Standard _____
- Tornado Drill (2 Required (1) in March (last Weds. of March is the Statewide Tornado Drill) Class Change _____
- Lock Down/Shelter in Place Drill (3 required, at least 1 by Dec. 1 and at least 1 after Jan. 1) Recess _____
- Lunch 11:00 AM
- Other _____

At least one of the above drills must be conducted during a lunch or recess period

Name of reporting School: **Meadowview School**

Date of Drill: 5-16-2024 Time drill was held: 11:00 AM (pm/am)

Exact time required to evacuate/Shelter/secure: 3:32

Total Participants: 65

Remarks: _____

This Report is for (Type of drill) Fire # 6 for school year 2023-2024

Name of person conducting drill: Dr. Parker and Ms. Rife

Title of person conducting drill: Director of Meadowview

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title John VanHousen

AND

Law Enforcement (County sheriff or Police or designee or MSP)
Name & Title _____

OR

Fire (fire Chief of Designee)
Name & Title _____

**Documentation of completed school safety Drills must be posted to the website within 30 school days and maintained on the website for at least 3 years.*