

**School Emergency Drills
Documentation Form**

Type of Drill:

Fire Drill (6 required)

Tornado Drill (2 required)

Shelter in Place (2 required)

Lock Down (2 required 1 prior to Nov. 1)

Time of Drill:

Standard

Class Change

Recess

Name of Reporting School:

Parkside Elementary

Date of Drill:

9.13.24

Time Drill was held:

9:28

(a.m./p.m.)

Exact time required to evacuate/shelter/secure:

9:33 → 5 minutes

Total Participants:

180 → 205

Remarks:

w/ staff

This report is for Emergency Drill #

1

for school year

2024-25


Name of person conducting drill:

Mindy McGinn

Title of person conducting drill:

Principal

Signature of person conducting drill:



Drill was coordinated with:

Emergency Management Coordinator

Name and Title:

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)

Name and Title: FSD Pam Downing

OR

Fire (fire chief or designee)

Name and Title: FF Nate Hull