

School Emergency Preparedness Drill
Documentation Form

2017-2018 School Year

Name of Reporting School (Check One):

Forest Park School District

Type of Drill (Check One):

Fire Drill (5 required) Tornado Drill (2 required)
 Lock Down / Shelter in Place (3 required) Medical Emergency Response (1 required)

Time of Drill (Check One):

Standard Class Change Recess Other Events

Drill was Coordinated with (Check all that apply):

Emergency Management Coordinator – Name and Title: Vernon Jones
 Law Enforcement Official – Name and Title: Tim Bean
 Fire Department / Emergency Responder Official – Name and Title: Fabbri

Date of the Drill: 9-14-17 Time of the Drill: 10:30
Time to Evacuate / Shelter / Secure Building: 1:33
Total Participants: 418 Emergency Drill Number: Drill # 1; Fire Drill Drill # 1

Name and Title of Person(s) Conducting Drill: Lisa Olson, MS/HS Principal Remarks:

Signature of School Principal or Designee: Mrs. L. Olson