

School Emergency Preparedness Drill  
Documentation Form

**2018-2019 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: Steven Fabbri

---

Date of the Drill: 9-21 Time of the Drill: 10:15

Time to Evacuate / Shelter / Secure Building: 1:00

Total Participants: 460 Emergency Drill Number: Drill #2; Lockdown Drill # 1

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

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