

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: 10/25/18 Time of the Drill: 9:45

Time to Evacuate / Shelter / Secure Building: 1:56

Total Participants: 465 Emergency Drill Number: Drill #3; Fire Drill Drill #2

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

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