

# School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill (6 required)  
 Tornado Drill (2 required)  
 Lock Down/Shelter in Place Drill  
(2 required)

### Time of Drill

- Standard  
 Class Change  
 Recess  
 Other Events

Name of Reporting School:     OCC    

Date of Drill: 5/10/16 Time drill was held: 10:50 (pm/am)

Exact time required to evacuate/shelter/secure: 1:23

Total Participants: 275

Remarks: Blocked exit / missing kids

This report is for emergency drill # 4 for school year 15/16.

Name of person conducting drill: Kevin Varner

Title of person conducting drill: Principal

Signature of person conducting drill: Kevin Varner

### Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title Off. BREANON BOLLEMAN ROCKFORD D.P.S.

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_