

# 2022-23 School Year Emergency Drills

## Documentation Form

### Type of Drill

Fire Drill (5 Required 3 by Dec. 1 and at least 1 after Jan. 1)

Tornado Drill (2 Required (1) by Dec. 1 and one after Jan. 1. (1) must be at lunch time. 1 must be in March)

Lock Down/Shelter in Place Drill (3 required. at least 1 by Dec. 1 and at least 1 after Jan. 1. (1) must be at lunch)

### Time of Drill

Standard 9:15am

Class Change \_\_\_\_\_

Recess \_\_\_\_\_

Lunch \_\_\_\_\_

Other \_\_\_\_\_

At least one of the above drills must be conducted during a lunch or recess period.

Name of reporting School: Meadowview School

Date of Drill: 2-10-23 Time drill was held: 9:15 (pm/am)

Exact time required to evacuate/Shelter/secure: 1 minute - all clear given in 10 minutes

Total Participants: 45

Remarks: Staff appropriately locked all doors and put secure locks in place

This Report is for (Type of drill) Lockdown # 3 for school year 22-23

Name of person conducting drill: Marcia O'Brien

Title of person conducting drill: Marcia O'Brien

Signature of person conducting drill: Marcia O'Brien

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title John Van Hoesen

AND

Law Enforcement (County sheriff or Police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire Chief of Designee) \_\_\_\_\_ Name & Title \_\_\_\_\_

\*Documentation of completed school safety Drills must be posted to the website within 30 school days and maintained on the website for at least 3 years.