

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 _____
- Class Change _____
- Recess _____
- Lunch 11:30am
- 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: 9-20-22 Time drill was held: 11:30 (pm/am) (am)
Exact time required to evacuate/Shelter/secure: 5mins.
Total Participants: 38

Remarks: _____

This Report is for (Type of drill) Lockdown # 1 for school year 2022-23

Name of person conducting drill: Elizabeth Longshore

Title of person conducting drill: Principal

Signature of person conducting drill: EJ Longshore

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

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.*