

# 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: Brandywine Middle/Senior High School

Date of Drill: 09/06/2018 Time drill was held: 8:50 a.m. (pm/am)

Exact time required to evacuate/shelter/secure: 3 minutes to secure the building and be accountable

Total Participants: 650

Remarks: Mr. Weckel was very happy with the results but we need to continue to focus on procedures.

This report is for emergency drill # 1 for school year 2018-19.

Name of person conducting drill: Patrick Weckel

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

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

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

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