

St. Francis 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: St. Francis of Assisi

Date of Drill: 8/30/23 Time drill was held: 9:20 (am/pm)

Exact time required to evacuate/shelter/secure: 3:09

Total Participants: 444

Remarks: 6th gr. instruments blocking fire
door

This report is for emergency drill # 1 for school year 23-24.

Name of person conducting drill: Julie Britzel

Title of Person conducting drill: Principal

Signature of person conducting drill: Julie Britzel

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 _____