

# 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: 3/9/21 Time drill was held: 1:33 (am/pm)

Exact time required to evacuate/shelter/secure: 3:13

Total Participants: 408

Remarks: \_\_\_\_\_

This report is for emergency drill # 8 for school year 20/21.

Name of person conducting drill: Julie Pritzel

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 \_\_\_\_\_

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

- Time of Drill
- ☐ Standard
  - ☒ Class Change *MS*
  - ☒ Recess *2nd grade & PE classes*
  - ☐ Other Events

Name of Reporting School: St. Francis School

Date of Drill: 4/23/21 Time drill was held: 10:20 (am/pm)

Exact time required to evacuate/shelter/secure: 2:58

Total Participants: 377

Remarks: Office forgot to call preschool

This report is for emergency drill # 9 for school year 20/21.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: Julie Pritzel

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 \_\_\_\_\_

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- ☐ 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: 9/17/20 Time drill was held: 9:10 (am/pm)

Exact time required to evacuate/shelter/secure: 2:51

Total Participants: 386

Remarks: \_\_\_\_\_

This report is for emergency drill # 3 for school year 20/21.

Name of person conducting drill: Julie Pritzel

Title of Person conducting drill: Principal

Signature of person conducting drill: Julie Pritzel

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 \_\_\_\_\_

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- ☐ Lock Down/Shelter in Place Drill  
(2 required)

- Time of Drill
- ☒ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Events

Name of Reporting School: \_\_\_\_\_

Date of Drill: 10/7/20 Time drill was held: 1:30 (am/pm)

Exact time required to evacuate/shelter/secure: 3:23

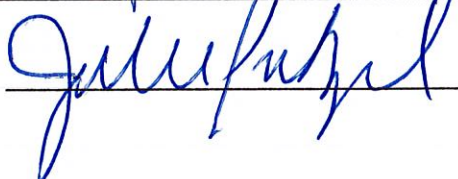
Total Participants: 386

Remarks: \_\_\_\_\_

This report is for emergency drill # 4 for school year 20/21.

Name of person conducting drill: Julie Pritzel

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 \_\_\_\_\_

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- ☒ 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: 11/2/2020 Time drill was held: 2:55<sup>10:30</sup> (am/pm)

Exact time required to evacuate/shelter/secure: 2:55

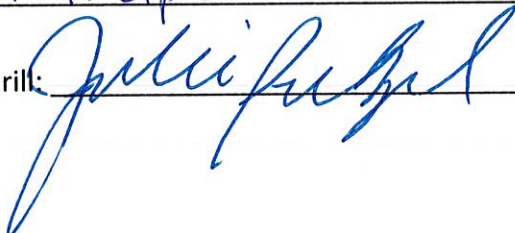
Total Participants: 390

Remarks: \_\_\_\_\_

This report is for emergency drill # 6 for school year 20/21.

Name of person conducting drill: Julie Pritzel

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 \_\_\_\_\_



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Type of Drill	Time of Drill
<input type="checkbox"/> Fire Drill (6 required)	<input checked="" type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input checked="" type="checkbox"/> Lock Down/Shelter in Place Drill (2 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of Reporting School: St. Francis of Assisi

Date of Drill: 10/14/20 Time drill was held: 1:25 (am/pm)

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants: 380

Remarks: \_\_\_\_\_

This report is for emergency drill # 5 for school year 20/21.

Name of person conducting drill: Julie Pritzel

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 \_\_\_\_\_

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☒ Lock Down/Shelter in Place Drill  
(2 required)

### Time of Drill

- ☒ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: St. Francis School

Date of Drill: 2/25/21 Time drill was held: 10:00 (am/pm)

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants: 382

Remarks: \_\_\_\_\_

This report is for emergency drill # 7 for school year 20/21.

Name of person conducting drill: Julie Pritzel

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 \_\_\_\_\_

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- ☒ 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: 9/8/20 Time drill was held: 9:02 (am/pm)

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants: 390

Remarks: \_\_\_\_\_

This report is for emergency drill # 2 for school year 20/21.

Name of person conducting drill: Talie Pritzel

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 \_\_\_\_\_



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(2 required)

### Time of Drill

- ☒ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: St. Francis of Assisi

Date of Drill: 3/18/21 Time drill was held: 10:52 (am/pm)

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

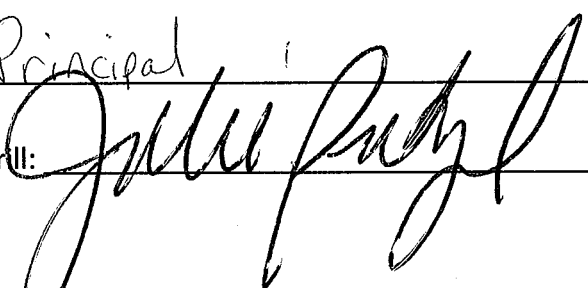
Total Participants: 416

Remarks: \_\_\_\_\_

This report is for emergency drill # 9 for school year 20/21.

Name of person conducting drill: Julie Pritzel

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 \_\_\_\_\_

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☒ 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: 9/2/20 Time drill was held: 2:04 (am/pm)

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants: 343

Remarks: \_\_\_\_\_

This report is for emergency drill # 1 for school year 20/21.

Name of person conducting drill: Julie Pritzel

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 \_\_\_\_\_