

2017 – 2018 School Emergency Drills Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 5-15-18 Time drill was held: 2:30 (pm/am)

Type of Drill

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drills: 5
Tornado Drills: 2
Lockdown: 3

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

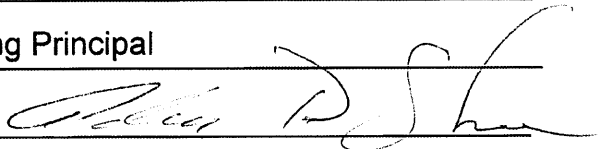
Exact time required to evacuate/shelter/secure: One minute eighteen seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: 

2017 – 2018 School Emergency Drills Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 4-9-18

Time drill was held: 1:00

(pm/am)

Type of Drill

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drills: 4
Tornado Drills: 2
Lockdown: 3

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

Exact time required to evacuate/shelter/secure: One minute two seconds

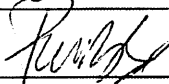
Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Pam Barton

Title of School Official conducting drill: Building Secretary

Signature of School Official conducting drill: _____



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School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 3-7-18 Time drill was held: 8:36 (pm/am)

Type of Drill

<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drills: 3
Tornado Drills: 2
Lockdown: 3

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

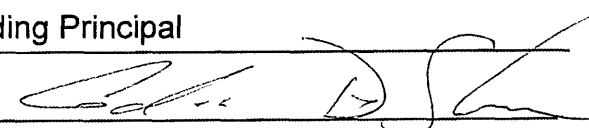
Exact time required to evacuate/shelter/secure: One minute, twenty seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: 

2017 – 2018

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 2-23-18 Time drill was held: 1:05 (pm/am)

Type of Drill

<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drills: 3
Tornado Drills: 1
Lockdown: 3

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

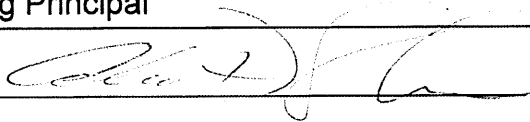
Exact time required to evacuate/shelter/secure: 38 seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: 

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Name of Reporting School: Velma Matson Elementary

Date of Drill: 12-1-17 Time drill was held: 1:29 (pm/am)

Type of Drill

<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drills: 3
Tornado Drills: 1
Lockdown: 2

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

Exact time required to evacuate/shelter/secure: 38 Seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: 

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School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson

Date of Drill: 11-10-17 Time drill was held: 2:17 (pm/am)

Type of Drill

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drills: 3
Tornado Drills: 1
Lockdown: 1

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

Exact time required to evacuate/shelter/secure: One minute 28 seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: Adam DeShano

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School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 10-25-17 Time drill was held: 2:50 (pm/am)

Type of Drill

<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drills: 2
Tornado Drills: 1
Lockdown: 1

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

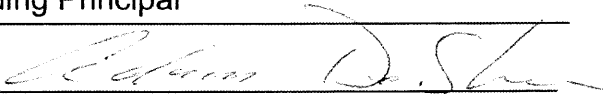
Exact time required to evacuate/shelter/secure: one minute twenty three seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: 

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School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary School

Date of Drill: 10-12-17 Time drill was held: 2:34 (pm/am)

Type of Drill	Number of Drills Completed To Date
<input type="checkbox"/> Fire Drill (5 required)	<input checked="" type="checkbox"/> Fire Drills: <u>2</u>
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Tornado Drills: _____
<input checked="" type="checkbox"/> Lock Down/Shelter in Place Drill (3 required)	<input checked="" type="checkbox"/> Lockdown: <u>1</u>

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

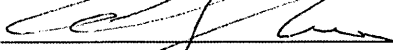
Exact time required to evacuate/shelter/secure: 22 seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: 

2017 – 2018 School Emergency Drills Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 9-27-17 Time drill was held: 12:00 (pm/am)

Type of Drill

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Fire Drills: 2
Tornado Drills: _____
Lockdown: _____

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☒ Yes ☐ No

If Yes, when: Transition time between lunch and recess

Exact time required to evacuate/shelter/secure: One minute, 36 seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: Adam DeShano

2017 – 2018

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 8-31-17 Time drill was held: 2:38 PM (pm/am)

Type of Drill

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☐
☐

Fire Drill (5 required)
Tornado Drill (2 required)
Lock Down/Shelter in Place Drill
(3 required)

Number of Drills Completed To Date

☒
☐
☐

Fire Drills: 1
Tornado Drills: _____
Lockdown: _____

Was this drill conducted during a special time (Recess, passing time, lunch, student drop off, etc?): ☐ Yes ☒ No

If Yes, when: _____

Exact time required to evacuate/shelter/secure: 1 minute 52 seconds

Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

Please note any corrective measures or lessons learned: _____

New evacuation plan worked well.

Name of School Official conducting drill: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: 