

2016 – 2017

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary School

Date of Drill: 6-7-17 Time drill was held: 8:34 (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: 5
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: One minute 48 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: 

2016 – 2017 School Emergency Drills Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 4-13-17

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 type="checkbox"/>
<input 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 forty eight seconds

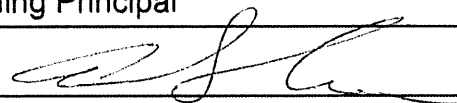
Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

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: _____



2016 – 2017

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 3-6-17

Time drill was held: 9:40

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

Fire Drills: _____
Tornado Drills: 2
Lockdown: _____

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

If Yes, when: _____

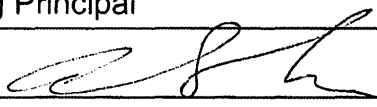
Exact time required to evacuate/shelter/secure: One minute fifty two seconds

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: Adam DeShano

Title of School Official conducting drill: Building Principal

Signature of School Official conducting drill: 

2016 – 2017 School Emergency Drills Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 2-16-17 Time drill was held: 9:00 (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 type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

Fire Drills: _____
Tornado Drills: _____
Lockdown: Three

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: 9:07 AM (1 minute)

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: None

Name of School Official conducting drill: Pam Barton

Title of School Official conducting drill: School Administrative Assistant

Signature of School Official conducting drill: [Signature]

2016 – 2017

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 12-2-16 Time drill was held: 9:00 (pm/am)^s

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

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

If Yes, when: _____

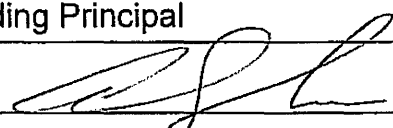
Exact time required to evacuate/shelter/secure: 49 seconds

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: 

2016 – 2017

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 11-11-16 Time drill was held: 1:08 PM (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: 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, 35 Seconds

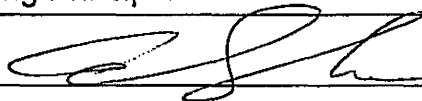
Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

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: _____



2016 – 2017 School Emergency Drills Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 10-25-16 Time drill was held: 9:02 (pm/am)

Type of Drill

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: 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: Two minutes four 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: [Signature]

2016 – 2017

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 10-12-16 Time drill was held: 8:57 (pm/am)

Type of Drill	Number of Drills Completed To Date
<input type="checkbox"/> Fire Drill (5 required)	<input type="checkbox"/> Fire Drills: _____
<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 type="checkbox"/> Lockdown: _____

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

If Yes, when: WIN time


Exact time required to evacuate/shelter/secure: 48 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: 

2016 – 2017

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Upper Elementary

Date of Drill: 9-27-16 Time drill was held: 10:00 am (pm/am)

Type of Drill	Number of Drills Completed To Date
<input checked="" type="checkbox"/> Fire Drill (5 required)	<input type="checkbox"/> Fire Drills: _____
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Tornado Drills: _____
<input type="checkbox"/> Lock Down/Shelter in Place Drill (3 required)	<input type="checkbox"/> 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: 2 minutes 40 seconds

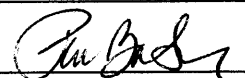
Please list any Public Safety (Fire, Law, Emergency Services) observers present during the drill (Name, Title, and Agency):

N/A

Please note any corrective measures or lessons learned: N/A

Name of School Official conducting drill: Pam Barton

Title of School Official conducting drill: Admin. Assistant

Signature of School Official conducting drill: 

2016 – 2017

School Emergency Drills

Documentation Form

Name of Reporting School: Velma Matson Elementary

Date of Drill: 9/8/2016 Time drill was held: 1:16 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 51 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: 