

# School Emergency Drills

## Documentation Form

### Type of Drill

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

### Time of Drill

- ☐ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: Vera Witsie

Date of Drill: 9-16-15 Time drill was held: 9:25 (pm/am)

Exact time required to evacuate/shelter/secure: 1 minute 22 seconds

Total Participants: 271

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

This report is for emergency drill # 1 for school year 2015-16.

Name of person conducting drill: Adam DeSera

Title of person conducting drill: Building Principal

Signature of person conducting drill: [Signature]

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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### Time of Drill

- ☐ Standard  
☐ Class Change  
☐ Recess  
☒ Other Events - During Specials

Name of Reporting School: Vera Wilsie Elementary

Date of Drill: 9-29-15 Time drill was held: 1:49 (pm/am)

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

Total Participants: 271

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

This report is for emergency drill # 2 for school year 2015-2016.

Name of person conducting drill: Adam D. Sheno

Title of person conducting drill: Building Principal

Signature of person conducting drill: [Signature]

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 (5 required)  
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(3 required)

### Time of Drill

- ☒ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: Vera Wilsie Elementary

Date of Drill: 10-15-15 Time drill was held: 11:13 (pm/am)

Exact time required to evacuate/shelter/secure: 39 seconds

Total Participants: 272

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

This report is for emergency drill # 3 for school year 2015-16.

Name of person conducting drill: Adam DeSteno

Title of person conducting drill: Building Principal

Signature of person conducting drill: [Signature]

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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(3 required)

### Time of Drill

- ☐ Standard  
☐ Class Change  
☐ Recess  
☒ Other Events

Name of Reporting School: Vera Wilson Elementary

Date of Drill: 10-29-15 Time drill was held: 2:46 (pm/am)

Exact time required to evacuate/shelter/secure: 2min 27seconds

Total Participants: 274

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

This report is for emergency drill # 4 for school year 2015-16

Name of person conducting drill: Adam DeSheno

Title of person conducting drill: Building Principal

Signature of person conducting drill: [Signature]

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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(3 required)

### Time of Drill

- ☒ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: Vera Wilsie Elementary

Date of Drill: 11-12-15 Time drill was held: 9:03 (pm/am)

Exact time required to evacuate/shelter/secure: 1 Min 4 Sec

Total Participants: 274

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

This report is for emergency drill # 5 for school year 2015-2016

Name of person conducting drill: Adam DeShazo

Title of person conducting drill: Building Principal

Signature of person conducting drill: [Signature]

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  
(3 required)

### Time of Drill

- ☐ Standard  
☐ Class Change  
☐ Recess  
☒ Other Events

Name of Reporting School: Vera Wilkie Elementary

Date of Drill: 12-3-15 Time drill was held: 1:52 (pm/am)

Exact time required to evacuate/shelter/secure: 32 seconds

Total Participants: 282

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

This report is for emergency drill # 6 for school year 2015-16.

Name of person conducting drill: Adam DeShazo

Title of person conducting drill: Building 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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(3 required)

### Time of Drill

- ☒ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: Vera Wilsie Elementary

Date of Drill: 2-11-16 Time drill was held: 9:45 (pm/am)

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

Total Participants: 281

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

This report is for emergency drill # 7 for school year 2015-16.

Name of person conducting drill: Adam DeShano

Title of person conducting drill: Building Principal

Signature of person conducting drill: [Signature]

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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(3 required)

### Time of Drill

- ☐ Standard  
☐ Class Change  
☐ Recess  
☒ Other Events *Specials (K)*

Name of Reporting School: Vera Wilson Elementary

Date of Drill: 3-3-16 Time drill was held: 2:35 (pm/am)

Exact time required to evacuate/shelter/secure: 1 minute 23 seconds

Total Participants: 294

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

This report is for emergency drill # 8 for school year 2015-16

Name of person conducting drill: Adam DeShazo

Title of person conducting drill: Building 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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### Time of Drill

- ☒ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: Vera Wilkie Elementary

Date of Drill: 3-24-16 Time drill was held: 9:08 (pm/am)

Exact time required to evacuate/shelter/secure: 1 minute 12 seconds

Total Participants: 287

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

This report is for emergency drill # 9 for school year 2015-16

Name of person conducting drill: Coleen D. Sheng

Title of person conducting drill: Building Principal

Signature of person conducting drill: [Signature]

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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(3 required)

### Time of Drill

- ☒ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: Vera Wilson Elementary

Date of Drill: 4-18-16 Time drill was held: 9:35 (pm/am)

Exact time required to evacuate/shelter/secure: 1 minute 4 seconds

Total Participants: 291

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

This report is for emergency drill # 410 for school year 2015-16.

Name of person conducting drill: Adam DeSteno

Title of person conducting drill: Building 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 \_\_\_\_\_