

# Marshall Public Schools

## Emergency Drills Documentation Form

Building: \_\_\_\_\_

Date of Drill: \_\_\_\_\_

Time Drill was Held: \_\_\_\_\_ AM / \_\_\_\_PM

### Type of Drill

- ☐ Fire
- ☐ Tornado
- ☐ Lock Down/Shelter In-Place

### Time of Drill

- ☐ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Lunch
- ☐ Other: \_\_\_\_\_

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

This report is emergency drill number \_\_\_\_\_ of school year \_\_\_\_\_.

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Name of person conducting drill: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_