

# School Emergency Drills

## Documentation Form

### Type of Drill

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

### Type of Drill

- ☐ Standard (for K-8)  
☐ Class Change  
☐ Recess (for 3-5)  
☒ Other Events

Name of Reporting School: St. Augustine Cathedral School

Date of Drill: 5-13-24 Time drill was held: 1:50pm (AM/PM)

Exact time required to evacuate/secure: 3:00

Total Participants: 257

Remarks: Evacuated from Tornado shelter in place

This report is for emergency drill # 5 for school year 23-24

Name of person conducting drill: Andra Zommers

Title of person conducting drill: Principal

Signature of person conducting drill: Andra Zommers

Lock Down/Shelter in Place Drill was COORDINATED with:

- ☒ Emergency Management Coordinator

Name and Title Office of Emergency Management, David Ives

AND

- ☐ Law Enforcement (county sheriff or chief of police or designee of MSP)

Name and Title \_\_\_\_\_

OR

- ☐ Fire (fire chief or designee)

Name and Title \_\_\_\_\_