

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. Monica Catholic School

Date of Drill: 11-7-25 Time drill was held: 8:00 AM

Exact time required to evacuate/secure: 2:29.60

Total Participants: 216

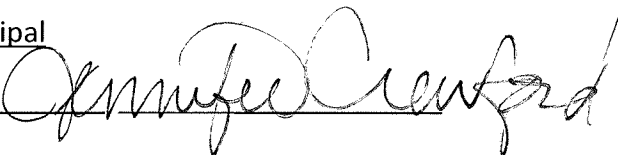
Remarks: _____

This report is for emergency drill #1 for school year 2025-2026

Name of person conducting drill: Jennifer Crawford

Title of person conducting drill: Principal

Signature of person conducting drill: _____



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 _____