

School Emergency Drills Documentation Form

Type of Drill At least 1 of these drills must be held during lunch or recess period, or when large number of students is NOT in the classroom

- Fire Drill (5 required)
3 drills before Dec 1
2 drills during remaining part of the school year
Reasonable space between each drill
- Tornado Drill (2 required)
1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required) 1
drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: DPA St. Catherine Campus

Date of Drill: 9/16/2020 Time drill was held: 10:00 (pm/am)

Exact time required to evacuate/shelter/secure: 2:03

Total Participants: 53

Remarks: Went well did rooms one at a time

This report is for Fire emergency drill # 1 for school year 20/21.

Name of person conducting drill: Anne Lewis

Title of person conducting drill: Administrative Assistant

Signature of person conducting drill: Anne Lewis

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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Reasonable space between each drill
- Tornado Drill (2 required)**
1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required)** 1 drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- Standard**
- Class Change**
- Recess**
- Other Events**

Name of Reporting School: DPA St. Catherine Campus

Date of Drill: 10/20/20 Time drill was held: 8:05 (pm/am)

Exact time required to evacuate/shelter/secure: 2:00

Total Participants: 49

Remarks: _____

This report is for Fire emergency drill # 2 for school year 20/21.

Name of person conducting drill: Anne Lewis

Title of person conducting drill: Administrative Assistant

Signature of person conducting drill: Anne Lewis

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 _____

Because of quarantine this third fire drill was held after Dec. 1 2020

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 - Reasonable space between each drill
- Tornado Drill (2 required)
 - 1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required) 1 drill before Dec 1
 - At least 1 drill after Jan 1
 - Reasonable space between each drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: DPA St. Catherine Campus - Ravenna

Date of Drill: 12/15/2020 Time drill was held: 10:30 (pm/am)

Exact time required to evacuate/shelter/secure: 2:06

Total Participants: 51

Remarks: _____

This report is for fire emergency drill # 3 for school year 20/21.

Name of person conducting drill: Anne Lewis

Title of person conducting drill: Secretary

Signature of person conducting drill: Anne Lewis

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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Reasonable space between each drill
- Tornado Drill (2 required)
1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required) 1
drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: DPA St. Catherine

Date of Drill: 4/13/21 Time drill was held: 11:00 (pm/am)

Exact time required to evacuate/shelter/secure: 2:28

Total Participants: 50

Remarks: First one w/ new preschool teacher

This report is for fire emergency drill # 4 for school year 20/21.

Name of person conducting drill: Anne Lewis

Title of person conducting drill: Secretary

Signature of person conducting drill: Anne Lewis

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 drills before Dec 1
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Reasonable space between each drill
- Tornado Drill (2 required)
1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required) 1
drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: DPA at St. Catherine

Date of Drill: 5/17/21 Time drill was held: 10:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1 min 51 seconds

Total Participants: 51

Remarks: _____

This report is for fire emergency drill # 5 for school year 20/21.

Name of person conducting drill: Anne Lewis

Title of person conducting drill: Admin. Assistant

Signature of person conducting drill: Anne Lewis

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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Reasonable space between each drill
- Tornado Drill (2 required)
1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required) 1
drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Divine Providence Academy St. Catherine

Date of Drill: 9/28/2020 Time drill was held: 10:30 (pm/am)

Exact time required to evacuate/shelter/secure: 3:43

Total Participants: 48

Remarks: _____

This report is for Tornado emergency drill # 1 for school year 20/21.

Name of person conducting drill: Anne Lewis

Title of person conducting drill: Secretary

Signature of person conducting drill: Anne Lewis

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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Reasonable space between each drill
- Tornado Drill (2 required)
1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required) 1
drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: DPA St. Catherine

Date of Drill: 2/23/21 Time drill was held: 8:45 (pm/am)

Exact time required to evacuate/shelter/secure: 3min 9sec

Total Participants: 54

Remarks: _____

This report is for tornado emergency drill # 2 for school year 20/21.

Name of person conducting drill: Kate Beuschel

Title of person conducting drill: Principal

Signature of person conducting drill: Kate Beuschel

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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Reasonable space between each drill
- Tornado Drill (2 required)
1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required) 1
drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Divine Providence Academy St. Catharines

Date of Drill: 2/3/21 Time drill was held: 9:10 (pm/am)

Exact time required to evacuate/shelter/secure: 55 seconds

Total Participants: 49

Remarks: _____

This report is for lockdown emergency drill # 1 for school year 20/21.

Name of person conducting drill: Anne Lewis

Title of person conducting drill: Secretary

Signature of person conducting drill: Anne Lewis

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Did Not Show

OR

- Fire (fire chief or designee)
Name & Title _____

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Reasonable space between each drill
- Tornado Drill (2 required)
1 drill must be during March
- Lock Down/Shelter in Place Drill (3 required) 1
drill before Dec 1
At least 1 drill after Jan 1
Reasonable space between each drill

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Divine Providence Academy St. Catharines

Date of Drill: 4/20/21 Time drill was held: 1:00 (pm/am)

Exact time required to evacuate/shelter/secure: 2:59 outside drill

Total Participants: 54

Remarks: no police showed up

This report is for lockdown emergency drill # 2 for school year 20/21.

Name of person conducting drill: Anne Lewis/ Kate Beuschel

Title of person conducting drill: Secretary/ Principal

Signature of person conducting drill: Anne Lewis

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 _____