

# 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 classr

☐ 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

Name of Reporting School: DPA- St. Catharines School Year: 24/25

Date of Drill: 3/5/25 Time drill was held: 8:30 (pm/am)

Exact time required to evacuate/shelter/secure: 3min 30sec

Total Participants: 30

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

This report is for Tornado emergency drill # 2 for school year 24/25.

Name of person conducting drill: Christina Watkoski

Title of person conducting drill: Administrative Assistant

Signature of person conducting drill: Christina Watkoski

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 \_\_\_\_\_