



### Emergency Drill Evaluation Report

Type of drill: Lock down Date of drill: 7-11-16

Time drill started: 11:02 Time drill concluded: 11:07

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

Time alarm sounded: 11:02

Time when all employees cleared the building and were accounted for: 11:07

Remarks: ONE door not closed, knock @ door was opened in another classroom.

This report is for emergency drill # 9 for school year 15-16.

Name of person conducting drill: Ramona DePuis

Title of person conducting drill: Office Manager

Signature of person conducting drill: Ramona DePuis

Drill was coordinated with:

     Emergency Management Coordinator  
Name & Title \_\_\_\_\_

     Law Enforcement  
Name & Title Done in house

     Fire Chief or designee  
Name & Title \_\_\_\_\_