

Fire #2  
(Unstructured)

## School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill (6 required)  
 Tornado Drill (2 required)  
 Lock Down/Shelter in Place Drill  
(2 required)

### Time of Drill

- Standard  
 Class Change  
 Recess  
 Other Events

Name of Reporting School: Hanover-Horton High School

Date of Drill: 9/24/14 Time drill was held: 9:29 (pm/am)

Exact time required to evacuate/shelter/secure: 1:30

Total Participants: 433

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

This report is for emergency drill # 2 for school year 2014-15

Name of person conducting drill: Isaac Cottrell

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title Denise Bergstrom, MS Prin.

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title Officer Todd Whiting

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_