

# School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

### Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: VBISD Community-based Transition Center

Date of Drill: 9-12-19 Time drill was held: 1:00 (pm/am)

Exact time required to evacuate/shelter/secure: 1 min 20 sec.

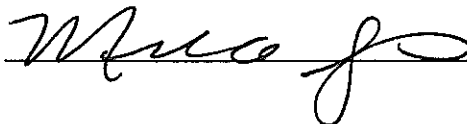
Total Participants: 54

Remarks: Burch + Leonard @ FW

This report is for emergency drill # 1 for school year 19-20

Name of person conducting drill: Melanie Biddings

Title of person conducting drill: Supervisor of Special Education

Signature of person conducting drill: 

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 \_\_\_\_\_