

School Fire Evacuation/Lockdown/Severe Weather Drill Schedule

SCHOOL YEAR: _____

Minnesota Statute (121A.037) requires educational institutions to conduct a minimum of five (5) fire evacuation, five (5) lockdown, and one (1) severe weather/tornado drills each school year. The first fire evacuation drill must be completed within the first 10 days of the start of school.

To ensure the drills are creating the cultural condition of teamwork and knowing what to do in the event of a real incident, it is recommended that drills are scheduled throughout the school year. Additionally, refrain from scheduling evacuation and lockdown drills on the same day. The Severe Weather/Tornado Drill should be scheduled during Severe Weather Awareness Week.

Please complete the following report for record-keeping purposes. A copy must be retained at the school, and upon completion of all drills, a copy must be returned to the Buildings and Grounds Office at Olson Middle School.

SCHOOL: _____ ADDRESS: _____

Fire Evacuation Drill

Drill #	Date	Time	Exit Time	Conducted by

Lockdown Drill

Drill #	Date	Time	Exit Time	Conducted by

Severe Weather Drill

Drill #	Date	Time	Exit Time	Conducted by

NOTE: Schedule documents must be retained for five (5) years after last drill listed.

