

School Emergency Drills Documentation Form

Type of Drill

- ☒ Fire Drill (5 required)
☐ Tornado Safety Drill (2 required)
☐ Shelter in Place Drill
☐ Lockdown (3 required)

Type of Drill

- ☐ Standard
☐ Class Change
☐ Recess
☐ Other Events

Name of Reporting School: Alexander SchoolName of person conducting drill: Shanon HenlineTitle of person conducting drill: PrincipalDate of Drill: 9-18-19 Time drill was held: 2:30 ☐ AM ☒ PMExact time required to evacuate/shelter/secure: 1:26 sec.Total Participants: 487This report is for emergency drill # 1 for school year 19-20

Remarks:

Drill was coordinated with:

- ☒ Emergency Management Coordinator
Name & Title: Craig Tannis, Lenawee Co. Emergency Mgt. Coor.

AND

- ☐ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title: _____

OR

- ☐ Fire (fire chief or designee).
Name & Title: _____

Principal's signature: Shanon Henline

Reset Form

**School Emergency Drills
Documentation Form****Type of Drill**

- ☒ Fire Drill (5 required)
☐ Tornado Safety Drill (2 required)
☐ Shelter in Place Drill
☐ Lockdown (3 required)

Type of Drill

- ☐ Standard
☐ Class Change
☐ Recess
☐ Other Events

Name of Reporting School: AlexanderName of person conducting drill: Shanan HenlineTitle of person conducting drill: PrincipalDate of Drill: 9-26-19 Time drill was held: 9:30 ☒ AM ☐ PMExact time required to evacuate/shelter/secure: 1:35Total Participants: 487This report is for emergency drill # 2 for school year 19-20

Remarks:

Drill was coordinated with:

- ☒ Emergency Management Coordinator
Name & Title: Curtis Parsons, Lenawee Co. Emergency Mgt. Coor.

AND

- ☐ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title: _____

OR

- ☐ Fire (fire chief or designee)
Name & Title: _____

Principal's signature Shanan Henline