

# School Emergency Drills Documentation Form

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|---|--|
| <p style="text-align: center;"><u>Type of Drill</u></p> <p><input type="checkbox"/> Fire Drill (5 required)</p> <p><input type="checkbox"/> Tornado Safety Drill (2 required)</p> <p><input type="checkbox"/> Shelter in Place Drill</p> <p><input checked="" type="checkbox"/> Lockdown (3 required)</p> | <p style="text-align: center;"><u>Type of Drill</u></p> <p><input checked="" type="checkbox"/> Standard</p> <p><input type="checkbox"/> Class Change</p> <p><input type="checkbox"/> Recess</p> <p><input type="checkbox"/> Other Events</p> |
|---|--|

Name of Reporting School: Community Ed. Center

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Dean of Students

Date of Drill: 3-5-19 Time drill was held: 10:30  AM  PM

Exact time required to evacuate/shelter/secure: 90 seconds

Total Participants: 13

This report is for emergency drill # 8 for school year 2018-19.

Remarks:

Drill was coordinated with:

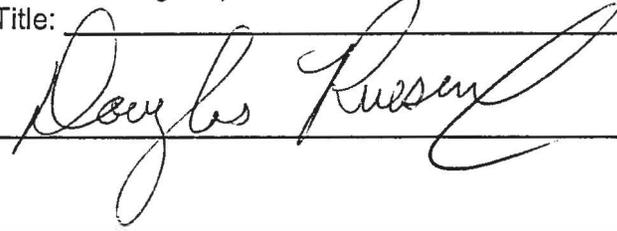
- Emergency Management Coordinator  
Name & Title: Curtis Parsons, Lenawee Co. Emergency Mgt. Coord.

**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 

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| <p style="text-align: center;"><b>Type of Drill</b></p> <p><input type="checkbox"/> Fire Drill (5 required)</p> <p><input type="checkbox"/> Tornado Safety Drill (2 required)</p> <p><input checked="" type="checkbox"/> Shelter in Place Drill <i>Secure mode</i></p> <p><input type="checkbox"/> Lockdown (3 required)</p> | <p style="text-align: center;"><b>Type of Drill</b></p> <p><input checked="" type="checkbox"/> Standard</p> <p><input type="checkbox"/> Class Change</p> <p><input type="checkbox"/> Recess</p> <p><input type="checkbox"/> Other Events</p> |
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Name of Reporting School: Community Ed. Center

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Dean of Students

Date of Drill: 9-12-18 Time drill was held: 11:30  AM  PM

Exact time required to evacuate/shelter/secure: 40 seconds

Total Participants: 17

This report is for emergency drill # 1 for school year 2018-19

Remarks:

Drill was coordinated with:

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

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 *Doug Ruesink*

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- 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: Community Ed. Center

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Dean of students

Date of Drill: Oct 11-18 Time drill was held: 10:30  AM  PM

Exact time required to evacuate/shelter/secure: 1 1/2 min.

Total Participants: 15

This report is for emergency drill # 5 for school year 2018-19.

Remarks: Drill on Oct 4 was postponed due to lack of students in building

Drill was coordinated with:

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

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 Douglas Ruesink

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|---|---|

Name of Reporting School: Community Ed. Center

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Dean of Students

Date of Drill: 1-9-19 Time drill was held: 1:30  AM  PM

Exact time required to evacuate/shelter/secure: 45 seconds

Total Participants: 9

This report is for emergency drill # 7 for school year 2018-19.

Remarks:

Drill was coordinated with:

Emergency Management Coordinator  
Name & Title: Curtis Parsons, Lenawee Co. Emergency Mgt. Coord.

**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 Douglas Ruesink