

# 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: Prairie Elementary

Name of person conducting drill: Shanan Henline

Title of person conducting drill: Principal

Date of Drill: 3-14-19 Time drill was held: 2:30  AM  PM

Exact time required to evacuate/shelter/secure: 2 Min. 28 sec

Total Participants: 251

This report is for emergency drill # 2 for school year 2018-19.

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

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- Type of Drill**
- Fire Drill (5 required)
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- Type of Drill**
- Standard
  - Class Change
  - Recess
  - Other Events

Name of Reporting School: Prairie Elementary

Name of person conducting drill: Sharon Hestline

Title of person conducting drill: Principal

Date of Drill: 11-6-18 Time drill was held: 10:30  AM  PM

Exact time required to evacuate/shelter/secure: N/A

Total Participants: 259

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 Sharon Hestline