

**School Emergency Drills**  
**Documentation Form**

- | <u>Type of Drill</u>                                       | <u>Type of Drill</u>                         |
|--|--|
| <input type="checkbox"/> Fire Drill (5 required)           | <input checked="" type="checkbox"/> Standard |
| <input type="checkbox"/> Tornado Safety Drill (2 required) | <input type="checkbox"/> Class Change        |
| <input type="checkbox"/> Shelter in Place Drill            | <input type="checkbox"/> Recess              |
| <input checked="" type="checkbox"/> Lockdown (3 required)  | <input type="checkbox"/> 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: 2-4-20 Time drill was held: 10:27  AM  PM

Exact time required to evacuate/shelter/secure: 30 seconds

Total Participants: 22

This report is for emergency drill # 8 for school year 2019-20.

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 Douglas Ruesink

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| <input checked="" type="checkbox"/> Lockdown (3 required)  | <input type="checkbox"/> 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: 9-11-19 Time drill was held: 11:30  AM  PM

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

Total Participants: 26

This report is for emergency drill # 1 for school year 2019-20

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 Douglas 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: 1-8-20 Time drill was held: 1:30  AM  PM

Exact time required to evacuate/shelter/secure: 30 seconds

Total Participants: 9

This report is for emergency drill # 7 for school year 2019-20.

Remarks: Haz Mat drill

Drill was coordinated with:

- Emergency Management Coordinator  
Name & Title: Craig Tannis, 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