

**School Emergency Drills
Documentation Form**

- | <u>Type of Drill</u> | | <u>Type of Drill</u> | |
|--------------------------|-----------------------------------|--------------------------|--------------|
| <input type="checkbox"/> | Fire Drill (5 required) | <input 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 |
| XX | Lockdown (3 required) | <input type="checkbox"/> | Other Events |

Name of Reporting School: Springbrook Middle School

Name of person conducting drill: Adam Benschoter

Title of person conducting drill: Assistant Principal

Date of Drill: 9/22 Time drill was held: 8:38 AM PM

Exact time required to evacuate/shelter/secure: Lock Down for 10 Minutes

Total Participants: All

This report is for emergency drill # 3 for school year 20-21.

Remarks:

Lock Down Drill #1—Soft Lock Down Threat outside the building
Drill #3 for Springbrook Middle School

Drill was coordinated with:

- Emergency Management Coordinator
Name & Title: Craig Tanis, 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 