

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: McKenzie

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Teacher / Dean of Students

Date of Drill: 1-13-16 Time drill was held: 1:30 ☐ AM ☒ PM

Exact time required to evacuate/shelter/secure: 20 seconds

Total Participants: 11

This report is for emergency drill # 7 for school year 2015-16

Remarks: Postponed from 1-12-16 due to school closing

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