

## 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: McKinley

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Teacher / Dean of Students

Date of Drill: 4-13-16 Time drill was held: 1:15 ☐ AM ☒ PM

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

Total Participants: 9

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

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