

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: Michener Elementary

Name of person conducting drill: Deb Risner

Title of person conducting drill: Principal

Date of Drill: 10-12-15 Time drill was held: 9:33 ☒ AM ☐ PM

Exact time required to evacuate/shelter/secure: 4:06 (Took me this

Total Participants: 290 long to ✓ all doors, etc. in building)

This report is for emergency drill # 1 for school year 2015-16.

Remarks:

lock down
Officer Birdwell was asked and indicated he would attend the lock-down drill. He received a reminder this morning, but did not attend the drill.

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: John Birdwell

OR

- ☐ Fire (fire chief or designee)
Name & Title: _____

Deb Risner