

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: Adrienne Elementary

Name of person conducting drill: Debi Risner

Title of person conducting drill: principal

Date of Drill: 1-28-16 Time drill was held: 1:35 ☐ AM ☒ PM

Exact time required to evacuate/shelter/secure: 2 minutes

Total Participants: 297 (church friends - visitors in bldg.)

This report is for emergency drill # 2 for school year 2015-16.
lock-down

Remarks: It takes me about 5 min. to check that every classroom door is secure.

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: _____

Debi Risner