

# 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: Nichener Elementary

Name of person conducting drill: Deb Risner

Title of person conducting drill: principal

Date of Drill: 3-24-16 Time drill was held: 3:00 ☐ AM ☒ PM

Exact time required to evacuate/shelter/secure: 6 min. 17 seconds

Total Participants: 300

This report is for emergency drill # 3 for school year 2015-16.

Remarks: lockdown  
① Students from NOPE waiting in lobby - (after school VB) needed guidance.  
② Parent in hall unsure of procedure  
③ 3rd grade student locked out of classroom - did not seek shelter elsewhere until I saw her. (quest teacher)

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: \_\_\_\_\_

Deb Risner