

## 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 (Lunch time)

Name of Reporting School: Prairie Elementary School

Name of person conducting drill: Deb Stevenson

Title of person conducting drill: Administrator

Date of Drill: 5/25/16 Time drill was held: 11:03 ☒ AM ☐ PM

Exact time required to evacuate/shelter/secure: 46 sec

Total Participants: 250

This report is for emergency drill # 5 for school year 2015 - 2016

Remarks:

Drill was coordinated with:

- ☒ Emergency Management Coordinator  
 Name & Title: Curtis Parsons, Lenawee Co. Emergency Mgt. Coor.

**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 Deb A. Stevenson