

## 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:

9-21-16

Time drill was held:

12:45☐ AM☒ PM

e

Exact time required to evacuate/shelter/secure:

20 sec.

Total Participants:

14

This report is for emergency drill #

3

for school year

2016-17.

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 &amp; Title: \_\_\_\_\_

**OR**

Fire (fire chief or designee)

Name &amp; Title: \_\_\_\_\_

Principal's signature

Douglas Ruesink