

<b>School Emergency Drills Documentation Form</b>
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- | Type of Drill   | Type of Drill                         |
|---|---------------------------------------|
| <input checked="" type="checkbox"/> Fire Drill (5 required) | <input type="checkbox"/> Standard     |
| <input type="checkbox"/> Tornado Safety Drill (2 required)  | <input type="checkbox"/> Class Change |
| <input type="checkbox"/> Shelter in Place Drill             | <input type="checkbox"/> Recess       |
| <input type="checkbox"/> Lockdown (3 required)              | <input type="checkbox"/> Other Events |

Name of Reporting School: Alexander ElginName of person conducting drill: Sally PetersonTitle of person conducting drill: PrincipalDate of Drill: 5/18/17 Time drill was held: 3:00 ☐ AM ☐ PMExact time required to evacuate/shelter/secure: 2:30Total Participants: 381This report is for emergency drill # 4 for school year 16-17

Remarks:

Lots of subs in the bldg.[Signature]

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: \_\_\_\_\_