

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: Ames 5/6

Name of person conducting drill: M.R. Holly Manor

Title of person conducting drill: Asst. Principal

Date of Drill: 9-28-16 Time drill was held: 2:40pm ☐ AM ☒ PM

Exact time required to evacuate/shelter/secure: _____

Total Participants: 420

This report is for emergency drill # LOCKDOWN 1 for school year 2016-2017

Remarks: Originally scheduled for 9/27, changed due to change in NWCA schedule for 5th grade testing.

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: _____

Principal's signature [Signature]