

# 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: Michener Elementary

Name of person conducting drill: Deb Risner

Title of person conducting drill: principal

Date of Drill: 9-28-16 Time drill was held: 9:00 ☒ AM ☐ PM

Exact time required to evacuate/shelter/secure: 1:41

Total Participants: 278

This report is for emergency drill # 2 for school year 2016-17.

Remarks:

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: Safety - Systems

Principal's signature Deb Risner