

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

Name of person conducting drill: Deb Risner

Title of person conducting drill: principal

Date of Drill: 2-15-17 Time drill was held: 12:30 ☐ AM ☒ PM

Exact time required to evacuate/shelter/secure: 2 minutes

Total Participants: 275

This report is for emergency drill # 4 for school year 2016-17.

Remarks: The fire alarm malfunctioned due to the reconstruction project, so this drill was not planned. It was during our last lunch. Students efficiently and safely evacuated the building, and it was cold outside.

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: Safety Systems - system malfunctioned and S.S. did not receive the alarm.

Principal's signature Deb Risner