

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: Prairie Elementary

Name of person conducting drill: Shanan Henline

Title of person conducting drill: Principal

Date of Drill: 3-14-19 Time drill was held: 2:30 ☐ AM ☒ PM

Exact time required to evacuate/shelter/secure: 2 Min. 28 sec

Total Participants: 251

This report is for emergency drill # 2 for school year 2018-19

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 & Title: _____

OR

- ☐ Fire (fire chief or designee)
Name & Title: _____

Principal's signature Shanan Henline

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- ☐ Other Events

Name of Reporting School: Prairie Elementary

Name of person conducting drill: Sharon Henline

Title of person conducting drill: Principal

Date of Drill: 11-6-18 Time drill was held: 10:30 ☒ AM ☐ PM

Exact time required to evacuate/shelter/secure: N/A

Total Participants: 259

This report is for emergency drill # 1 for school year 2018-19

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: _____

Principal's signature Sharon Henline