

## 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: Springbrook Middle School

Name of person conducting drill: Adam Benschoter

Title of person conducting drill: Assistant Principal

Date of Drill: 1/11/2019 Time drill was held: 10:20 XX AM ☐ PM

Exact time required to evacuate/shelter/secure: 30 seconds

Total Participants: All

This report is for emergency drill # 7 for school year 18-19.

Remarks:

7<sup>th</sup> overall drill, 3<sup>rd</sup> and Final lock down drill

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 Adam Benschoter

## School Emergency Drills Documentation Form

- Type of Drill**
- ☐ Fire Drill (5 required)
  - ☐ Tornado Safety Drill (2 required)
  - ☐ Shelter in Place Drill
  - XX Lockdown (3 required)

- Type of Drill**
- ☐ Standard
  - ☐ Class Change
  - ☐ Recess
  - ☐ Other Events

Name of Reporting School: Springbrook Middle School

Name of person conducting drill: Adam Benschoter

Title of person conducting drill: Assistant Principal

Date of Drill: 10/19/2018 Time drill was held: 9:24 XX AM ☐ PM

Exact time required to evacuate/shelter/secure: Secure mode for 10 Minutes

Total Participants: All

This report is for emergency drill # 6 for school year 2018-2019.

Remarks:

#2 Lock Down Drill—Haz Mat Drill

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 \_\_\_\_\_

## School Emergency Drills Documentation Form

- Type of Drill**
- ☐ Fire Drill (5 required)
  - ☐ Tornado Safety Drill (2 required)
  - ☐ Shelter in Place Drill
  - XX Lockdown (3 required)

- Type of Drill**
- ☐ Standard
  - ☐ Class Change
  - ☐ Recess
  - ☐ Other Events

Name of Reporting School: Springbrook Middle School

Name of person conducting drill: Adam Benschoter

Title of person conducting drill: Assistant Principal

Date of Drill: 10/3 Time drill was held: 7:45 XX AM ☐ PM

Exact time required to evacuate/shelter/secure: Lock Down for 10 Minutes

Total Participants: All

This report is for emergency drill # 3 for school year 18-19.

Remarks:

Lock Down Drill #1—Soft Lock Down Threat outside the building

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 