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: Community Education Center

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Dean of Students

Date of Drill: 10-14-19

Time drill was held: 1:30 PM

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

Total Participants: 12

This report is for emergency drill # 5 for school year 2019-20.

Remarks:

Drill was coordinated with:

☐ Emergency Management Coordinator
   Name & Title: Craig Tannis, 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

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School Emergency Drills
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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: Community Ed Center

Name of person conducting drill: Doug Koeslin

Title of person conducting drill: Dean of Students

Date of Drill: 9-25-19  Time drill was held: 12:20 PM

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

Total Participants: 19

This report is for emergency drill # 4 for school year 2019-20

Remarks:

Drill was coordinated with:

☐ Emergency Management Coordinator
   Name & Title: Craig Tannis, 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: ____________________________

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# 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

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Name of Reporting School: **Community Ed. Center**

Name of person conducting drill: **Doug Ruesink**

Title of person conducting drill: **Dean of Students**

Date of Drill: **9-10-19**

Time drill was held: **11:40 AM**

Exact time required to evacuate/shelter/secure: **45 seconds**

Total Participants: **20**

This report is for emergency drill # **2** for school year **2019/20**

Remarks:

Drill was coordinated with:

- Emergency Management Coordinator
  - Name & Title: Craig Tannis, 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: **Doug Ruesink**

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School Emergency Drills
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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: Community Ed. Center

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Dean of Students

Date of Drill: 11-6-19 Time drill was held: 12:30 AM

Exact time required to evacuate/shelter/secure: 45 seconds

Total Participants: 16

This report is for emergency drill # 6 for school year 2019-20.

Remarks:

Drill was coordinated with:

☐ Emergency Management Coordinator
  Name & Title: Craig Tannis, 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 ________________________________

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