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 Ed Center

Name of person conducting drill: Doug Ruesink

Title of person conducting drill: Dean of Students

Date of Drill: 2-4-20 Time drill was held: 10:27 AM

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

Total Participants: 22

This report is for emergency drill # 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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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: 9-11-19 Time drill was held: 11:30 □ AM □ PM

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

Total Participants: 26

This report is for emergency drill # ___ 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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<td>☐ Lockdown (3 required)</td>
<td>☐ Other Events</td>
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</tbody>
</table>

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

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

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

Date of Drill: **1-8-20** Time drill was held: **1:30 PM**

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

Total Participants: **9**

This report is for emergency drill # **7** for school year **2019-20**.

Remarks: **Haz Mat drill**

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 Rivesink**

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