

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: AlexanderName of person conducting drill: Sharon HendrixTitle of person conducting drill: PrincipalDate of Drill: 11-6-19 Time drill was held: 9:00 ☒ AM ☐ PMExact time required to evacuate/shelter/secure: 2 min 30 secTotal Participants: 487This report is for emergency drill # 1 for school year 19-20

Remarks:

Drill was coordinated with:

- ☒ Emergency Management Coordinator
Name & Title: Craig Tannis, 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 Hendrix