

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: Lincoln Elementary

Name of person conducting drill: Sam Skeels

Title of person conducting drill: Principal

Date of Drill: 11/1/19 Time drill was held: 8:58 ☒ AM ☐ PM

Exact time required to evacuate/shelter/secure: 9:00 am 2 minutes

Total Participants: 340

This report is for emergency drill # 3 for school year 2019-2020

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 _____

