

**School Emergency Drills**  
**Documentation Form**

- | <u>Type of Drill</u>                                       | <u>Type of Drill</u>                         |
|--|--|
| <input type="checkbox"/> Fire Drill (5 required)           | <input checked="" type="checkbox"/> Standard |
| <input type="checkbox"/> Tornado Safety Drill (2 required) | <input type="checkbox"/> Class Change        |
| <input type="checkbox"/> Shelter in Place Drill            | <input type="checkbox"/> Recess              |
| <input checked="" type="checkbox"/> Lockdown (3 required)  | <input type="checkbox"/> Other Events        |

Name of Reporting School: Lincoln Elementary School

Name of person conducting drill: Sam Skeels

Title of person conducting drill: Principal

Date of Drill: 10/22/21 Time drill was held: 10:06 ☒ AM ☐ PM

Exact time required to evacuate/shelter/secure: 2 minutes

Total Participants: 350

This report is for emergency drill # 1 for school year 2021-2022

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 \_\_\_\_\_