# School Emergency Drills
## Documentation Form

<table>
<thead>
<tr>
<th>Type of Drill</th>
<th>Type of Drill</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Drill (5 required)</td>
<td>Standard</td>
</tr>
<tr>
<td>Tornado Safety Drill (2 required)</td>
<td>Class Change</td>
</tr>
<tr>
<td>Shelter in Place Drill</td>
<td>Recess</td>
</tr>
<tr>
<td>Lockdown (3 required)</td>
<td>Other Events</td>
</tr>
</tbody>
</table>

Name of Reporting School: **Milan Elementary**

Name of person conducting drill: **Ann Lacasse**

Title of person conducting drill: **Principal**

Date of Drill: **10-22-19** Time drill was held: **10:30 AM**

Exact time required to evacuate/shelter/secure: **6 minutes**

Total Participants: **350 approx.**

This report is for emergency drill # **1** 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 **Ann Lacasse**

Rev. 11/18
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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: Michener Elementary

Name of person conducting drill: Ann Lacasse

Title of person conducting drill: Principal

Date of Drill: 1-16-20
Time drill was held: 10:30 AM ☐ PM

Exact time required to evacuate/shelter/secure: 2 mins.

Total Participants: approx. 350

This report is for emergency drill # 2 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 ____________________________

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