

## School Emergency Drills Documentation Form

- | <u>Type of Drill</u>  | <u>Type of Drill</u>                  |
|---|---------------------------------------|
| <input type="checkbox"/> Fire Drill (5 required)              | <input type="checkbox"/> Standard     |
| XX <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 type="checkbox"/> Lockdown (3 required)                | <input type="checkbox"/> Other Events |

Name of Reporting School: Springbrook Middle School

Name of person conducting drill: Adam Benschoter

Title of person conducting drill: Assistant Principal

Date of Drill: 3/8/2021 Time drill was held: 11:18 XX AM ☐ PM

Exact time required to evacuate/shelter/secure: Tornado Drill for 10 Minutes

Total Participants: All

This report is for emergency drill # 10 for school year 20-21.

Remarks:

Fire Drills 5—(9/18, 9/21, 9/25, 9/28, 10/5)

Lock Down Drill #3—Hard Lock Down (9/22; 10/6, 1/11)

Tornado Drill #2 —(3/2; 3/8)

Drill was coordinated with:

- ☒ Emergency Management Coordinator  
Name & Title: Craig Tanis, 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 

# School Emergency Drills

## Documentation Form

### Type of Drill

- ☐ Fire Drill (5 required)
- XX 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: Springbrook Middle School

Name of person conducting drill: Adam Benschoter

Title of person conducting drill: Assistant Principal

Date of Drill: 3/2/2021 Time drill was held: 8:38 XX AM ☐ PM

Exact time required to evacuate/shelter/secure: Tornado Drill for 10 Minutes

Total Participants: All

This report is for emergency drill # 9 for school year 20-21.

Remarks:

Fire Drills 5—(9/18, 9/21, 9/25, 9/28, 10/5)

Lock Down Drill #3—Hard Lock Down (9/22; 10/6, 1/11)

Tornado Drill—(3/2)

Drill was coordinated with:

- ☒ Emergency Management Coordinator  
Name & Title: Craig Tanis, 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 \_\_\_\_\_

## School Emergency Drills Documentation Form

**Type of Drill**  
☐ Fire Drill (5 required)  
☐ Tornado Safety Drill (2 required)  
☐ Shelter in Place Drill  
XX Lockdown (3 required)

**Type of Drill**  
☐ Standard  
☐ Class Change  
☐ Recess  
☐ Other Events

Name of Reporting School: Springbrook Middle School

Name of person conducting drill: Adam Benschoter

Title of person conducting drill: Assistant Principal

Date of Drill: 9/22 Time drill was held: 8:38 XX AM ☐ PM

Exact time required to evacuate/shelter/secure: Lock Down for 10 Minutes

Total Participants: All

This report is for emergency drill # 3 for school year 20-21.

Remarks:

Lock Down Drill #1—Soft Lock Down Threat outside the building  
Drill #3 for Springbrook Middle School

Drill was coordinated with:

- ☒ Emergency Management Coordinator  
Name & Title: Craig Tanis, 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 \_\_\_\_\_