

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: 10/6/2020 Time drill was held: 9:34 XX AM ☐ PM

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

Total Participants: All

This report is for emergency drill # 7 for school year 20-21.

Remarks:

Fire Drill #5 (9/18; 9/21; 9/25; 9/28; 10/5)

Lock Down (9/22 Soft; 10/6 Haz Mat)

Tornado Drill

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



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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. 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 _____