

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: Prairie

Name of person conducting drill: Sharon Henline

Title of person conducting drill: Teacher leader

Date of Drill: 11-24-15 Time drill was held: 11:30 ☒ AM ☐ PM

Exact time required to evacuate/shelter/secure: 9 mins

Total Participants: 275

This report is for emergency drill # 1 for school year 2015-2016

Remarks:

Sharon Henline

Drill was coordinated with:

- ☒ Emergency Management Coordinator
Name & Title: Curtis Parsons, Lenawee Co. Emergency Mgt. Coord.

AND

- ☒ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title: Madison Police, Sgt Shadebollett

OR

- ☐ Fire (fire chief or designee)
Name & Title: _____