

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:

Alexander Elementary

Name of person conducting drill:

Shanan Henline

Title of person conducting drill:

Principal

Date of Drill:

9/16/21

Time drill was held:

1:15☐ AM ☒ PM

Exact time required to evacuate/shelter/secure:

1:20 min

Total Participants:

461

This report is for emergency drill #

2

for school year

2021-2022

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

Shanan Henline