

**School Emergency Drills  
Documentation Form**

- | <u>Type of Drill</u>  | <u>Type of Drill</u>                  |
|---|---------------------------------------|
| <input checked="" type="checkbox"/> Fire Drill (5 required) | <input type="checkbox"/> Standard     |
| <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: Alexander Elementary

Name of person conducting drill: Shanan Henline

Title of person conducting drill: Principal

Date of Drill: 9/29/21 Time drill was held: 930  AM  PM

Exact time required to evacuate/shelter/secure: 1min 30sec

Total Participants: 457

This report is for emergency drill # 2 for school year 2021

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

<h2 style="margin: 0;">School Emergency Drills</h2> <h3 style="margin: 0;">Documentation Form</h3>
--

- |   |   |
|---|---|
| <p><b>Type of Drill</b></p> <p><input checked="" type="checkbox"/> Fire Drill (5 required)</p> <p><input type="checkbox"/> Tornado Safety Drill (2 required)</p> <p><input type="checkbox"/> Shelter in Place Drill</p> <p><input type="checkbox"/> Lockdown (3 required)</p> | <p><b>Type of Drill</b></p> <p><input type="checkbox"/> Standard</p> <p><input type="checkbox"/> Class Change</p> <p><input type="checkbox"/> Recess</p> <p><input type="checkbox"/> Other Events</p> |
|---|---|

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. 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 Shanan E Henline