

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

Name of person conducting drill: Sharon Henline

Title of person conducting drill: Principal

Date of Drill: 1-13-2021 Time drill was held: 10:30 ☒ AM ☐ PM

Exact time required to evacuate/shelter/secure: 2 min.

Total Participants: 328

This report is for emergency drill # 2 for school year 2020-2021.

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: Sharon Henline



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Type of Drill

- ☐ Standard
☐ Class Change
☐ Recess
☐ Other Events

Name of Reporting School: Alexander

Name of person conducting drill: Sharon Healy

Title of person conducting drill: Principal

Date of Drill: 10-22-2020 Time drill was held: 10:00 ☒ AM ☐ PM

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

Total Participants: 311

This report is for emergency drill # 1 for school year 2020-2021.

Remarks:

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: _____

OR

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

Principal's signature Sharon Healy