



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 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