

## School Emergency Drills Documentation Form

### Type of Drill

- ☐ Fire Drill (5 required)
- ☐ Tornado Safety Drill (1 required)
- ☐ Shelter in Place Drill
- X Lockdown (3 required)

### Type of Drill

- ☐ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Events

Name of Reporting School: Springbrook Middle School

Name of person conducting drill: Adam Benschoter

Title of person conducting drill: Assistant Principal

Date of Drill: 12/4 Time drill was held: 1:35 ☐ AM ☒ PM

Exact time required to evacuate/shelter/secure: Soft Lockdown for 10 minutes

Total Participants: All

This report is for emergency drill # 7 for school year 2021-2022.

Remarks:

7<sup>th</sup> Drill overall 1<sup>st</sup> Lockdown Drill

Drill was coordinated with:

- ☒ Emergency Management Coordinator  
Name & Title: Craig Tanis, 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 \_\_\_\_\_

