

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lockdown/Shelter-in-Place Drill (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Lunch
- Other Events

Name of Reporting School: Squire Educ Ctr

Date of Drill: 3/25/19 Time drill was held: 9:30 (am/pm) am

Exact time required to evacuate/shelter/secure: 2 minutes

Total Participants: 67

This report is for emergency drill # 2 for school year 2018-19

Name of person conducting drill: Geri Vlasick

Title of person conducting drill: Business Manager

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

- Emergency Management Coordinator

Name & Title Daniel Smith

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title Dep TK James CCSO #1468

OR D. Phillips #3908 Cassopolis P.D.

- Fire (fire chief or designee)

Name & Title _____