Monroe County Intermediate School District

Emergency Drill Documentation

**Type of Drill** **Time of Drill**

🗷 Fire (5 required) ⭘ Standard

⭘ Tornado (2 required) ⭘ Class Change

⭘ Lockdown/Shelter In Place (3 Required) ⭘ Recess

 🗷 Other Events

**Transition Center**

**Name of School:** ­­­­­­­­­­­­­­­­­­­­\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

21

2:05

5/22/17

**Date of Drill:** \_\_\_\_\_\_\_ **Time of drill:** \_\_\_\_\_\_\_AM/PM **# of Participants:** \_\_\_\_\_\_

02

1

**Exact time required to evacuate/shelter/secure:** \_ min and secs

TC students & staff were located at and participated with EC students and staff

**Comments:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Number of drills conducted this school year:**

5

Fire Drills: \_\_\_\_\_ of 5

Lockdown/Shelter in Place Drills: \_\_\_\_\_ of 3

Tornado Drills: \_\_\_\_\_ of 2

Bill Hite

**Name of person conducting drill:** \_\_\_ \_\_\_\_\_

Principal

**Title of person conducting drill:**



**Signature of person conducting drill**:

**Drill was coordinated with:**

⭘ Emergency Management Coordinator

 Name and Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **AND**

⭘ Law Enforcement (county sheriff or chief of police or designee or MI State police)

 Name and Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **OR**

⭘ Fire (fire chief or designee)

 Name and Title: \_\_\_\_\_\_\_\_\_