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

3

12:46

2/12/18

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

30

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

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

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

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

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

1

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

Bill Hite

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

Principal

**Title of person conducting drill:**

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