

# School Emergency Drills

## Documentation Form

### Type of Drill

- Fire Drill (5 required)      \*\*\* 3 Fire drills must be completed before 12/1
- Tornado Drill (2 required)      \*\*\* 1 Tornado drill must be completed during month of March
- Lock Down/Shelter in Place Drill (3 required)      \*\*\* 1 Shelter drill must be completed before 12/1 and 1 must be completed after 1/1 of the school year

Name of Reporting School: VANDENBERB WCA

Date of Drill: 05/05/2021 Time drill was held: 1:35 PM (am/pm)

Exact time required to evacuate/shelter/secure: 1:15 PM

Total Participants: 68

Remarks: Students and staff followed appropriate tornado drill instructions. In addition, teachers with students present in the building played a video with students regarding how to follow district protocol for tornado drills in accordance with CDC guidelines for appropriate PPE and social distancing measures.

This report is for emergency drill # 1 for school year 2020-2021

Name of person conducting drill: Monica Eason

Title of person conducting drill: Principal

Signature of person conducting drill: Monica Eason

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title Marc Ingram, Chief Financial & Operations Manager

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

\*\*\* Please send this form to Scott Tocco (email or fax – 248-746-7731)  
within one week of completed drill \*\*\*

Recorded on  
Oak.gov  
5/5/21