

# 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: Universtiy Middle & High School Academy

Date of Drill: May 6 2019 Time drill was held: 11:59am - 12:10:45pm (am/pm)

Exact time required to evacuate/shelter/secure: 10.75 minutes


Total Participants: 519

Remarks: \_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 9 for school year 2018-2019

Name of person conducting drill: Harry Patton

Title of person conducting drill: Assistant Dean of Students

Signature of person conducting drill: 

**Drill Was Coordinated With:**

Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**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 \*\*\*

*Handwritten:*  
H+H  
5/21/19