

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: Southfield A³T

Date of Drill: 9/23/21 Time drill was held: 0840 (am/pm)

Exact time required to evacuate/shelter/secure: :10

Total Participants: 1,115

Remarks: Fire alarm was activated and the entire school was evacuated according to the building's procedure

This report is for emergency drill # 2 for school year 2021-2022

Name of person conducting drill: Tracy Hall

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title ms. Vengble

AND

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

OR

Fire (fire chief or designee)
Name & Title _____

*** Please email this form to Denise.hutchinson@southfieldk12.org within one week of completed drill ***

Updated on
Oakland website
10/15/21