

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: MacArthur K-8 University Academy

Date of Drill: 6/1/2023 Time drill was held: 11:50am (am/pm)

Exact time required to evacuate/shelter/secure: Five minutes and thirteen seconds.

Total Participants: 456

Remarks: When the alarm went off, all staff and students evacuated the building and lined up at the assigned destination.

This report is for emergency drill #10 for school year 2022-2023

Name of person conducting drill: Zerick Lake and Allan LaVigne

Title of person conducting drill: Principal and Assistant Principal

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

*Updated on
Oakland
6/5/23*