

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill
(2 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: SOUTHFIELD REGIONAL ACADEMIC CAMPUS

Date of Drill: 11/22/19 Time drill was held: 10:55 (pm/am) (am)

Exact time required to evacuate/shelter/secure: 1:40

Total Participants: 197

Remarks: _____

This report is for emergency drill # 1 for school year 2019-20

Name of person conducting drill: L. WATKINS

Title of person conducting drill: Admin Assistant

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 _____

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