

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: Burney K-8

Date of Drill: 5/5/21 Time drill was held: 1:00 (am/pm) (pm)

Exact time required to evacuate/shelter/secure: 5 min 1:05

Total Participants: 75

Remarks: _____

This report is for emergency drill # 6 for school year 2020-21

Name of person conducting drill: Edward Hill

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

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 Toese~~ (email or fax – 248-746-7731)

within one week of completed drill ***

Scanned to Denise Hutchinson

*Recorded on
Oak-gov
5/5/21*