

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 required)
- Tornado Safety Drill (2 required)
- Shelter in Place Drill
- Lockdown (3 required)

Type of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Ruth Mc Gregor Elementary

Name of person conducting drill: Vicky Strang

Title of person conducting drill: Principal

Date of Drill: 10/18/16 Time drill was held: 2:30 AM PM

Exact time required to evacuate/shelter/secure: 2:00 min

Total Participants: 415

This report is for emergency drill # 5 for school year 2016-17
#1 Tornado Drill

Signature: Victoria Lee Strang

Remarks:

Drill was coordinated with:

- Emergency Management Coordinator
Name & Title: Curtis Parsons, Lenawee Co. Emergency Mgt. Coord.

AND

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

OR

- Fire (fire chief or designee)
Name & Title: _____