

# School Emergency Drills Documentation Form

- | <u>Type of Drill</u>     |                                     | <u>Type of Drill</u>     |              |
|--------------------------|-------------------------------------|--------------------------|--------------|
| <input type="checkbox"/> | Fire Drill (5 required)             | X                        | Standard     |
|                          | Tornado Safety Drill (2 required)   | <input type="checkbox"/> | Class Change |
| <input type="checkbox"/> | Shelter in Place Drill              | <input type="checkbox"/> | Recess       |
| 2                        | Lockdown (Secure Mode) (3 required) | <input type="checkbox"/> | Other Events |

Name of Reporting School: Sand Creek Junior/Senior High School

Name of person conducting drill: John Peacock

Title of person conducting drill: 6 - 12 Dean of Students

Date of Drill: 3/22/18 Time drill was held: 9:04 a.m.

Exact time required to evacuate/shelter/secure: 7 minute 25 seconds

Total Participants: 434

This report is for Lockdown drill #2 for school year 2017-18.

Remarks: Dept. Beaudin was present as well. Checked all exterior doors as well as getting any students or staff that were outside of the building inside. All doors were secured, students and staff did an excellent job.

- Emergency Management Coordinator  
Name & Title: Craig Tanis, 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: \_\_\_\_\_

Administration signature *John W. Peacock*