

# School Emergency Drills Documentation Form

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

Name of Reporting School: Ruth McGregor Elementary

Name of person conducting drill: Vicky Strang/Christopher Ondrovick

Title of person conducting drill: Elementary Principal

Date of Drill: 4/25/18 Time drill was held: 9:30 a.m.

Exact time required to evacuate/shelter/secure: 1 minute 25 seconds

Total Participants: 442

This report is for emergency drill #5 -Fire Drill for school year 2017-18

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: \_\_\_\_\_

Principal's Signature: Vicky Strang