

School Emergency Drills Documentation Form

Name of Reporting School: WAY Michigan

Date of Drill: 05-12-2021 Time drill was held: 2:00 (pm/am)

Exact time required to evacuate/shelter/secure: 5 minutes

Total Participants: 1

Remarks: 5th Fire Drill of 20-21 school year

This report is for emergency drill # 10 for school year 20-21.

Name of person conducting drill: Kelyn Wilkins

Title of person conducting drill: Administrative Assistant

Signature of person conducting drill: Kelyn Wilkins

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 _____