

## School Emergency Drills Documentation Form

Name of Reporting School: WAY Michigan

Date of Drill: 9/10/19 Time drill was held: 9:55 (pm/am)

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

Total Participants: 3

Remarks: First Fire Drill. Evacuated to designated spot without problems.

This report is for emergency drill # 1 for school year 2019-20

Name of person conducting drill: James Middleditch

Title of person conducting drill: Assistant Director

Signature of person conducting drill: J. Middleditch

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 \_\_\_\_\_