

School Emergency Drills Documentation Form

Name of Reporting School: WAY Michigan
 Date of Drill: 10/17/19 Time drill was held: 12:31 pm (pm/am)
 Exact time required to evacuate/shelter/secure: 4 minutes
 Total Participants: 3
 Remarks: First Lock-Down Drill for '19-20 school year

This report is for emergency drill # 5 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 _____