

School Emergency Drills Documentation Form

Name of Reporting School: WAY Michigan

Date of Drill: 3/4/20 Time drill was held: 10:06 (pm am)

Exact time required to evacuate/shelter/secure: 4 minutes

Total Participants: 3

Remarks: Completed fourth fire drill.

This report is for emergency drill # 8 for school year 2019-20

Name of person conducting drill: James Middlelitch

Title of person conducting drill: Assistant Director

Signature of person conducting drill: James Middlelitch

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 _____