

Birney



School Emergency Drills Documentation Form

Type of Drill

Fire Drill (5 required)

*** 3 Fire Drills must be completed before 12/1

Tornado Drill (2 required)

*** 1 tornado Drill must be completed during month of March

Lock Down/Shelter in Place
Drill (3 required)

*** 1 Shelter Drill must be completed before 12/1 and 1 must
be completed after 1/1 of the school year

Name of Reporting School: Birney K-8 School

Date of Drill: 9/28/22 Time drill was held: 1:58 (am/pm)

Exact time required to evacuate/shelter/secure: 2:01 (4 minutes)

Total Participants: 465

Remarks: _____

This report is for emergency drill # 1 for school year 2022-2023

Name of person conducting drill: Edward Hut

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

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 _____

*** Please email this form to Denise.hutchinson@southfieldk12.org
within one week of completed drill ***

*Updated on
Oakland
9/28/22*