

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: Glenn Levey Middle School
 Date of Drill: 3-2-22 Time drill was held: 2:00 (am/pm)
 Exact time required to evacuate/shelter/secure: 2:00 in 50 sec
 Total Participants: 360

Remarks: This was done during passing time. AOTE - Running, use of Restroom for hiding, Electric class (2) again

This report is for emergency drill # 3 for school year 21-21
 Name of person conducting drill: David Miller
 Title of person conducting drill: Assistant Principal / Asst. AD
 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 send this form to D. Holten (email or fax – 248-746-7731)
 within one week of completed drill ***

*Updated on
Oakland
4/11/22*