

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: Levey Middle School
Date of Drill: 3-26-19 Time drill was held: 2:48 (am/pm) (pm)
Exact time required to evacuate/shelter/secure: 4 min.
Total Participants: 400
Remarks: End at 7³² congested

This report is for emergency drill # 2 for school year 2018-2019
Name of person conducting drill: David Miller
Title of person conducting drill: Assistant 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 send this form to Scott Tocco (email or fax – 248-746-7731)
within one week of completed drill ***

Handwritten:
H & H
5/21/19