

McIn



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: McIntyre Elementary

Date of Drill: 10/3/22 Time drill was held: 2:11 (am/pm)

Exact time required to evacuate/shelter/secure: 2:12 pm

Total Participants: 245 (+)

Remarks: _____

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

Name of person conducting drill: Principal Dwayne Eason

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

Updated on Oakland 10/4/22