

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: Thompson K-8 International Academy

Date of Drill: June 13, 2019 Time drill was held: 1051

Exact time required to evacuate/shelter/secure :09 total drill time

Total Participants: 440

Remarks: This drill was conducted during passing time. Teachers did an excellent job gathering students from the hallway and getting them into their classes. Hallways were cleared quickly, and school procedures were followed.

This report is for emergency drill # 3 for Lock Down for school year 2018-2019

Name of person conducting drill: Mr. Jeffrey T. Kenward

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title: Mr. Scott Tocco, Director of Operations

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 *****