

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: 10/12/17 Time drill was held: 10:30 (am/pm)

Exact time required to evacuate/shelter/secure: 3

Total Participants: 550

Remarks: FIRE ALARM IS NOT LOUD ENOUGH IN THE GYM.

This report is for emergency drill # 3 for school year 2017-18

Name of person conducting drill: VERNON BURDEN

Title of person conducting drill: ASST. PRINCIPAL

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title SCOTT TOCCO, DIRECTOR OF OPERATIONS (SPS)

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

Fire (fire chief or designee)
Name & Title SOUTHFIELD FIRE DEPARTMENT

*** Please send this form to Dennis Gregory (email or fax) within one week of completed drill ***