



# Livingston County Emergency Management

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Jeffrey R. Boyd, Coordinator

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## SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) *Prior* to drill \_\_\_\_\_

School & District: SPENCER ELEM / BRIGHTON AREA SCHOOLS

Drill Type & Number: Fire 3 of 5    Tornado \_\_\_ of 2    (circle one) Lock Down / Shelter in Place \_\_\_ of 3

Check here if a Cardiac Drill was conducted at same time as other drill \_\_\_

During:  Class Time     Class Change     Recess    \_\_\_ Lunch    \_\_\_ Other    \_\_\_ Summer School

Date of Drill: 10/27/2021    Time of Drill: 2:30 pm    Number of Participants: 600

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: \_\_\_\_\_

Observations / Remarks: \_\_\_\_\_

Does any information in the KNOX BOX need to be updated? NO

Name & Title of School Personnel Conducting Drill: \_\_\_\_\_

Signature: \_\_\_\_\_

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency \_\_\_\_\_

OR

Fire Department AFD    WISBY    BAFA

e-mail this report to Livingston County Emergency Management: [thcremonte@livgov.com](mailto:thcremonte@livgov.com)