School Emergency Drills
Documentation Form

Type of Drill

- ☐ Fire Drill (6 required)
- ☐ Tornado Drill (2 required)
- ☒ Lock Down/Shelter in Place Drill (2 required)

Time of Drill

- ☐ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Events

Name of Reporting School: Coloma Elementary

Date of Drill: 1-26-16 Time drill was held: 1:55 (pm/am)

Exact time required to evacuate/shelter/secure: 2 mins 30 sec.

Total Participants: 480

Remarks: 199, Library room, 202 Blinds weren't Room 201, 206 no blinds, 203 no blinds

This report is for emergency drill # 2 for school year 2015/2016

Name of person conducting drill: Krista Bethke

Title of person conducting drill: Principal

Signature of person conducting drill: Krista Bethke

Drill Was Coordinated With:

- ☐ Emergency Management Coordinator
  Name & Title _____

AND

- ☒ Law Enforcement (county sheriff or chief of police or designee or MSP)
  Name & Title Coloma Twp Police, BCSO, Watervliet Police

OR

- ☐ Fire (fire chief or designee)
  Name & Title _____