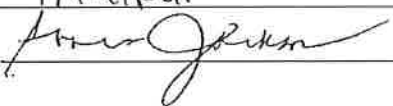


# School Emergency Drills Documentation Form

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: Levey Middle School  
Date of Drill: 4-23-19 Time drill was held: 2pm (am/pm)  
Exact time required to evacuate/shelter/secure: ~~4:30~~ 2 minutes  
Total Participants: 430  
Remarks: \_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 4 for school year 18-19  
Name of person conducting drill: Sonia Jackson  
Title of person conducting drill: Principal  
Signature of person conducting drill: 

- 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 send this form to Scott Tocco (email or fax – 248-746-7731)  
within one week of completed drill \*\*\*

*M & H*  
*5/21/19*