

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: Southfield A&T

Date of Drill: 4/26/2018 Time drill was held: 12:58 (am/pm)

Exact time required to ~~evacuate~~/shelter/secure: 7 minutes

Total Participants: 1709

Remarks: _____

This report is for emergency drill # 4 for school year 2017-2018

Name of person conducting drill: Jason Solomon

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: _____

Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title Scott Tocco Director of Operations

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title Kassel James Southfield Police Dept.

OR

Fire (fire chief or designee)

Name & Title _____

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