

School Emergency Drills Documentation Form

Levey

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: Glenn Levey Middle School

Date of Drill: 11-12-20 Time drill was held: 9:00 (am/pm)

Exact time required to evacuate/shelter/secure: 1 minute

Total Participants: 5

Remarks: Building only had myself, custodian, and kitchen staff.

This report is for emergency drill # 1 for school year 20-21

Name of person conducting drill: David Miller

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: [Signature]

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title _____

AND

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

Recorded on
Oak.gov
11/12/20