

MacArthur | UHSA

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: MacArthur K-8 University Academy

Date of Drill: 10/04/2022 Time drill was held: 10:15am (am/pm)

Exact time required to evacuate/shelter/secure: 4 minutes

Total Participants: 425

Remarks: Staff and students evacuated the building and proceeded to their designated areas.

This report is for emergency drill # 3 for school year 2022-2023

Name of person conducting drill: Allan LaVigne

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: *Allan LaVigne*

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 email this form to Denise.hutchinson@southfieldk12.org
within one week of completed drill ***

*Updated on
Oakland both
UHSA & MAC
10/6/22*