



# 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: Thompson K-8 International Academy  
 Date of Drill: 5/15/23 Time drill was held: 2:31 (am/pm)  
 Exact time required to evacuate/shelter/secure: 2 min 38 seconds  
 Total Participants: 380

Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

This report is for emergency drill # 8 for school year 2022-2023

Name of person conducting drill: Deonna Ector  
 Title of person conducting drill: Assistant Principal  
 Signature of person conducting drill: Mrs. Deonna Ector

### Drill Was Coordinated With:

Emergency Management Coordinator  
 Name & Title Phillip Curran, Asst. Director of Facilities Maintenance & Custodial Services

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](mailto:Denise.hutchinson@southfieldk12.org)  
 within one week of completed drill \*\*\*

*Updated on  
Oakland  
5/19/23*