School Emergency Drills

Documentation Form

Type of Drill		Time of Drill[1]	
__X__	Fire Drill[2] (__3rd__ of 5)	_X_	Standard
____	Tornado Drill[3] (____ of 2)	____	Class Change
____	Lockdown[4] (____ of 3)	____	Recess/Lunch
		____	Other _____

School Name: _South Lyon East High School_____ School Year: _2014-2015_

Date of Drill: _September 25, 2014_____ Time of Drill: _12:20 pm_____ (am/pm)

Exact time required to evacuate/shelter/secure: __2minutes and 25 seconds_ Total Participants:_912_____

Remarks: __Students exited the building in an orderly fashion and lined up with their class as the teachers took attendance and then reported in. Students took the drill very seriously and responded well to direction. Teachers wore their emergency to go kits as well as carried the green emergency folder on the drill.

Name of person conducting drill: _Linda Chudy-Bowman_____ Title: _HS Assistant Principal__l

Signature of principal or designee confirming drill completion: Linda Chudy-Bowman

Drill was coordinated with:

__X__ County/Local Emergency Management Coordinator or designee

AND

____ Law Enforcement (County Sheriff, chief of police, state police, or designee)

OR

____ Fire (Fire chief or designee)

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[1] At least one drill must occur during lunch, recess, or at another time when a significant number of students are gathered by not in a classroom

[2] Three of these drills must take place by December 1 and all drills must have reasonable intervals

[3] At least one must take place in March

[4] Must include security measures appropriate to an emergency such as the release of hazardous material or the presence of a potentially dangerous individual on or near the premises. One drill must be prior to December 1 and one drill must be after January 1