

**School Emergency Drills 2019-2020  
Web Documentation Form**

**Type of Drill**

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

**Time of Drill**

- In Class
- Class Change
- Recess
- Other out of class event

Name of Reporting School:

Date of Drill: Oct. 14, 2019 Time drill was held: 9:20  a.m.  p.m.

This report is for Fire Drill: #    / 5.

Duration of Fire Drill (minutes):  
(seconds):

This report is for Tornado Drill: #    / 2.

This report is for Lock-Down Drill: #   1   / 3.

Name of person conducting the drill: Kellie Kekel

Title of person conducting the drill: Principal

Signature of person conducting the drill: Kellie Kekel

Name of School Principal/or Designee: Kellie Kekel

Signature of Principal/ or Designee: Kellie Kekel

**Date Posted to Website:**

This form is to be filled out once for each individual drill. This form is to be posted on the school, school district, or intermediate school district website. This document must remain on the website for 3 years from the date of posting in order to meet State of Michigan requirements.