

School Emergency Drills Documentation Form

Type of Drill

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

Time of Drill

- Standard
 Class Change
 Recess
 Other Events

Name of Reporting School: Andrews Academy

Date of Drill: 9-14-14 Time drill was held: 1030 (pm/am)

Exact time required to evacuate (shelter/secure): 10305

Total Participants: 254

Remarks: _____

This report is for emergency drill # 3 for school year 2014.

Name of person conducting drill: B. Chapman

Title of person conducting drill: Sergeant

Signature of person conducting drill: Sgt. B. Chapman #490

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Det. [Signature] [Signature] - 520

OR

- Fire (fire chief or designee)
Name & Title _____

Please FAX to Berrien County Emergency Management at 269-934-9023