

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: Andross Academy

Date of Drill: 11/22/2016 Time drill was held: 1000 (pm/am)

Exact time required to evacuate/shelter/secure: 2 mins


Total Participants: 246

Remarks: IT took less than 3mins to evacuate the building but we had some issue with our new reporting system.

This report is for emergency drill # 5 for school year 2016-17.

Name of person conducting drill: R. SIMPSON

Title of person conducting drill: SERGEANT

Signature of person conducting drill: 

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