

SCHOOL EMERGENCY DRILLS

2023-2024 Documentation Form

Type of Drill

- _____ **Fire Drill** (5 Required – 3 must be held by December 1)
- X** **Tornado Drill** (2 Required – 1 must be held in March)
- _____ **Lock Down/Shelter in Place Drill** (3 Required – 1 must be held by December 1st & at least one after January 1st)

Time of Drill

- X** Standard Schedule
- _____ Class Change
- _____ Recess
- _____ Lunch
- _____ Other _____

Name of Reporting School: Michigan Center Jr. Sr. High School

Date of Drill: 3/20/2024

Time Drill was Held: 1:00 p.m.

Exact Time Required to Evacuate/Shelter/Secure: 3 minutes and 35 seconds

Total Participants: 538

Remarks: _____

To date the following drills have been conducted for 2023-2024:

- Fire Drill **4** out of 5
- Tornado Drill **1** out of 2
- Lock Down Drill **3** out of 3

Name of Person Conducting Drill: Troy Allen

Title of Person Conducting Drill: JH Principal

Signature of Building Principal: Troy Allen