

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 required) *** 3 Fire drills must be completed before 12/1
- Tornado Drill (2 required) *** 1 Tornado drill must be completed during month of March
- Lock Down/Shelter in Place *** 1 Shelter drill must be completed before 12/1 and 1 must
Drill (3 required) be completed after 1/1 of the school year

Name of Reporting School: University Middle And High School Academy

Date of Drill: 11/04/2019 Time drill was held: 9:15 - 9:19 (am/pm)

Exact time required to evacuate/shelter/secure: 4 minutes


Total Participants: 608

Remarks: _____

This report is for emergency drill # 4 for school year 2019 -2020

Name of person conducting drill: Harry Patton

Title of person conducting drill: Assistant Dean

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 send this form to Scott Tocco (email or fax – 248-746-7731)
within one week of completed drill ***

*Oak-gov
11/14/19*