

# 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 Drill (3 required)      \*\*\* 1 Shelter drill must be completed before 12/1 and 1 must be completed after 1/1 of the school year

Name of Reporting School: Glenn Loney Middle

Date of Drill: 6-8-21 Time drill was held: 9:00 (am/pm)

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

Total Participants: 110

Remarks: All went well

This report is for emergency drill # 5 for school year 20-21

Name of person conducting drill: Dan Miller

Title of person conducting drill: Asst. Principal

Signature of person conducting drill: Dan Miller

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 D. Hatcher (email or fax – 248-746-7731)  
within one week of completed drill \*\*\*

*Recorded on  
Oak.gov  
6/10/21*