

# School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (2 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Belding Middle School

Date of Drill: 9/9/19 Time drill was held: 1:40 (pm/am)

Exact time required to evacuate/shelter/secure: ~~3~~ min

Total Participants: 400

Remarks: Students filed out in an orderly fashion. It did take a little longer than normal to clear the 2nd floor 6th grade hallway, but still was done in less than 3 min.

This report is for emergency drill # 1 for school year 2019/20

Name of person conducting drill: Rick Alasa

Title of person conducting drill: M.S. A.P.

Signature of person conducting drill: [Signature]

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 \_\_\_\_\_