

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place
(3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Belding Middle School

Date of Drill: 11/1/17 Time Drill was held: 12:37 (AM PM)

Exact time required to evacuate / shelter / secure: 2:30

Total participants: 420

Remarks: All students out, lined up outside and back in quickly with no issues.

This report is for emergency drill # 5 for school year 2017-18.

Name of person conducting drill: Rick Mason

Title of person conducting drill: MS. AD.

Signature of person conducting drill: 

Drill Was Coordinated With:

Emergency Management Coordinator
Name and Title: _____

Law Enforcement (chief of police, county sheriff, MSP or designee)
Name and Title: _____

Fire (fire chief or Designee)
Name and Title: _____