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: Manistee Middle HS

Date of Drill: 2/9/17 Time drill was held: 11:41 (pm/am)

Exact time required to evacuate/shelter/secure: ~1 min

Total Participants: 485

Remarks: NO issues

This report is for emergency drill #1 for school year 2017

Name of person conducting drill: John Sherr

Title of person conducting drill: Principal

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 Tim Russell Manistee PSD

OR

- Fire (fire chief or designee)
  Name & Title Tim Russell Manistee PSD