School Emergency Drills
Documentation Form

**Type of Drill**

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

**Time of Drill**

- [ ] Standard
- [ ] Class Change
- [ ] Recess
- [ ] Other Events

Name of Reporting School:  Manistique High School

Date of Drill:  10/14  Time drill was held:  11:15  (pm/am)

Exact time required to evacuate/shelter/secure:  5 min.

Total Participants:  480

Remarks:  one teacher correction recorded

This report is for emergency drill # 2  for school year 17/18

Name of person conducting drill:  John Smith

Title of person conducting drill:  Fire Chief

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