

School Emergency Drills Documentation Form

Type of Drill

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

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Ruth Murdoch Elementary School.

Date of Drill: 02/01/2017 Time drill was held: 1305 (pm/am)

Exact time required to evacuate shelter secure: 3 mins


Total Participants: 2265

Remarks: Need to be able to turn off all individual HVAC system, otherwise it would well.

This report is for emergency drill # 47 for school year 2016-2017.

Name of person conducting drill: Riccardo Simpson

Title of person conducting drill: Compliance Sergeant

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 NA Sheriff District SA

OR

- Fire (fire chief or designee)
Name & Title _____

Please FAX to Berrien County Emergency Management at 269-934-9023