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: RHODE MURDOCH ELEMENTARY SCHOOL

Date of Drill: 2/4/2016 Time drill was held: 9:30 (p.m./a.m.)

Exact time required to evacuate/shelter/secure: 3 mins

Total Participants: 455

Remarks:

This report is for emergency drill # 2410 for school year 2015-16

Name of person conducting drill: R. SIMPSON, R. CLINE

Title of person conducting drill: CUSTODIAN, 3 PATROL SGT.

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 ________________________________

OR

☐ Fire (fire chief or designee)
Name & Title ________________________________

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