

School Emergency Drills Documentation Form

Type of Drill

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (2 required) INSIDE INTRUDER

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: UPTON MIDDLE SCHOOL

Date of Drill: 10-21-14 Time drill was held: 10:05 (pm/am)

Exact time required to evacuate/shelter/secure: _____

Total Participants: 680 students + 60 adults = 740 people

Remarks: GREAT JOB! 2 DOORS LEFT UNLOCKED. KIDS WERE OUT OF SIGHT + QUIET.

This report is for emergency drill # _____ for school year 2014-15

Name of person conducting drill: CHAD MANDARINO

Title of person conducting drill: Principal

Signature of person conducting drill: Chad Mandarino

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Officer John Chase #205

OR

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

*Please Fax completed form to Berrien County Emergency Management at 269-934-9023