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: Andrews Academy

Date of Drill: 9/27/2023 Time drill was held: 1020 am (pm/am)

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

Total Participants: 229

Remarks:
Well done, just a reminder to be quiet during drills

This report is for emergency drill # 1 for school year 23-24.

Name of person conducting drill: Marsha Beal

Title of person conducting drill: Compliance Lieutenant

Signature of person conducting drill: [redacted]

Drill Was Coordinated With:

- ☐ Emergency Management Coordinator
  Name & Title _____

  AND

- ☐ Law Enforcement (county sheriff or chd[-.004 8d8 0 Td [(c8P> A/-c082tifactID 74.8 2n&o)rrè

re (fire chief or designee)
Name & Title _____

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