



# Allegan County Emergency Management School Emergency Drills Documentation Form

**\* Seven-day advance notice required for proper public safety coordination.  
Send notice by fax to (269) 673-0566 or e-mail to [emergency@allegancounty.org](mailto:emergency@allegancounty.org).**

**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 Event

Name of Reporting School: Baker Elementary School

Date of Drill: Sept 14, 2020 Time Drill was Held: 2:10  am  pm

Exact time required to evacuate/shelter/secure: 3 minutes 32 seconds

Remarks: —

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This report is for emergency drill # \_\_\_\_\_ for school year 2020-2021.

Name of person conducting drill: Rachel Cimek

Title of person conducting drill: Principal

Signature of person conducting drill: Rachel Cimek

**Drill was Coordinated With:**

Emergency Management Coordinator

Name and title: \_\_\_\_\_

**AND**

Law Enforcement (County Sheriff or Chief of Police or designee or Michigan State Police)

Name and title: \_\_\_\_\_

**OR**

Fire (Fire Chief or designee)

Name and title: \_\_\_\_\_