



# 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: Pine Street

Date of Drill: 3/1/21 Time Drill was Held: Various times  am  pm

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

Remarks: Due to Covid and social distancing procedures, teachers did the drill by class. Each teacher went over tornado procedures and took students to the locations they would go in case of an actual drill

This report is for emergency drill # 2 for school year 20-21.

Name of person conducting drill: Robyn Robinson

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

**Drill was Coordinated With:**

Emergency Management Coordinator

Name and title: Scott Corbin - drill schedule sent in fall

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: \_\_\_\_\_