



# 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: Wayland Union M.S.

Date of Drill: 5-28-21 Time Drill was Held: 8:40  am  pm

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

Remarks: Everything went well overall. all students, staff were  
separated and accounted for. Staff need to work on the real/press comit  
more and reassess/handout when and why.

This report is for emergency drill # 11 for school year 2020-2021.

Name of person conducting drill: T.J. RESTON

Title of person conducting drill: ASSISTANT PRINCIPAL

Signature of person conducting drill: [Signature]

**Drill was Coordinated With:**

Emergency Management Coordinator

Name and title: Matt Miller - School Security

**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: \_\_\_\_\_