



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.

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 Elementary

Date of Drill: 9/28/20 Time Drill was Held: 9:32 am pm

Exact time required to evacuate/shelter/secure: 2:00 in lockdown

Remarks: sub in gym did not answer cell phone in regards to lockdown.

This report is for emergency drill # 7 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: 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: _____