



# 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: Wayland Union High School

Date of Drill: 9-14-2020 Time Drill was Held: 8:45  am  pm

Exact time required to evacuate/shelter/secure:

Remarks: Teachers reviewed all Lockdown Protocols with students. They discussed and modeled procedures with turning the lights off, securing doors, and using Red/Green cards

This report is for emergency drill # 3 for school year 2020-2021.

Name of person conducting drill: Tom Cutler

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill was Coordinated With: Matt Miller, District Security

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: \_\_\_\_\_