

# School Emergency Drills Documentation Form

**Type of Drill**

- Fire Drill (5 required)
- Tornado Drill** (2 required)
- Lock Down/Secure/Mode Drill (3 required)

**Time of Drill**

- Standard**
- Class Change
- Recess
- Other Events

Name of Reporting School: AEA Ogemaw

Date of Drill: September 28, 2023

Time drill was held: 11:15 (pm/**am**)

Exact time required to evacuate/shelter/secure: 30 seconds

Total Participants: 22

Remarks: \_\_\_\_\_

This report is for emergency drill #3 for school year 2023-2024

Name of person conducting drill: Pete Newman

Title of person conducting drill: Assistant Director

Signature of person conducting drill: \_\_\_\_\_

Drill Was Conducted at the following facility:

- Tawas
- Oscoda
- West Branch**