

Montague Area Public Schools

Emergency Drill Documentation Form

School Year 22-23

Reporting School: **RRO**

Drill # For The School Year: **#4**

Type of Drill:

Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)

Tornado Safety Drills (2 required in the school year; 1 must be held in March)

Lock Down (3 required; 1 before December 1 & 1 after January 1)

Time of Drill:

*At least one drill is required to not be during class time.

During class time

In between classes/during class changes*

Recess or lunch time*

Other time when a significant number of the students are gathered but not in the class room*

Date of Drill: 5/15/23 Time of Drill: 3:18 pm

Time Required to Evacuate/Shelter/Secure: 3 min. 30 sec. Total Number of Participants: 430

Remarks/Observations: _____

Name of School Principal (or designee): **Jeff Henderson** Title: _____
(if not conducted by Principal)

If the drill was coordinated with agencies such as Law Enforcement, Fire Department, or Emergency Management Coordinator, list agency, name, title here.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____