

# Montague Area Public Schools

## Emergency Drill Documentation Form

**School Year 21-22**

Reporting School: Montague Area Childhood Center

Drill # For The School Year: #1

---

### 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: 9/29/2021      Time of Drill: 8:56 PM

Time Required to Evacuate/Shelter/Secure: 3:11 Sec      Total Number of Participants: 146

Remarks/Observations: Reminder to shut all doors and lights off. \_\_\_\_\_

---

---

Name of School Principal (or designee): Alison Hier      Title: Administrator  
(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: \_\_\_\_\_