

Montague Area Public Schools

Emergency Drill Documentation Form

School Year **19-20**

Reporting School: High School

Drill # For The School Year: 19-20

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: 11/26/2019 Time of Drill: 12:25 pm

Time Required to Evacuate/Shelter/Secure: less than 1 min Total Number of Participants: 490

Remarks/Observations: 1 door unlocked, 1 no boot

Name of School Principal (or designee): Troy Moran Title: Principal
(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: _____