

# School Emergency Drills Documentation Form

**Type of Drill**

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill  
(2 required)

**Time of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Fulton Middle/High School

Date of Drill: 10/15/14 Time drill was held: 9:00 am (pm/am)

Exact time required to evacuate/shelter/secure: 9:02 am

Total Participants: 250

Remarks: The middle school and high school went into a "Secure Building" for approximately 30 minutes. During the "Secure Building," police officials conducted locker searches with K-9 units.

This report is for emergency drill # 5 for school year 1415

Name of person conducting drill: PAUL HUNGERFORD

Title of person conducting drill: PRINCIPAL

Signature of person conducting drill: Paul Hungerford

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title Gratiot County Police/Alma Division K-9 Unit

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_