

# LANSING SCHOOL DISTRICT

## School Emergency Drills

### Documentation Form

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#### Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

#### Time of Drill 2016

- Standard DEPARTMENT OF
- CLASS CHANGE PUBLIC SAFETY
- Recess
- Other Events

Name of Reporting School: Forest View Elementary

Date of Drill: 01/27/2016 Time drill was held: 1:18 PM

Exact time required to evacuate/shelter/secure: 1 min 50 seconds

Total Participants: 273

Remarks: Perceived External Threat

This report is for emergency drill # 7 for school year 2015/2016.

Name of person conducting drill: Emily Brown

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With: STATE OF MICHIGAN

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

**AND**

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

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

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills Documentation**  
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FEB 11 2016  
DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill      LOCKDOWN

Time of Drill      10:30 A.M.

Name of Reporting School: Mt. Hope STEAM Magnet Elementary

**Date of Drill:** 1/14/16, this was re-scheduled and completed on 02/02/16

Exact time required to evacuate/shelter/secure: 1 min. 45 sec.

Total Participants: 232

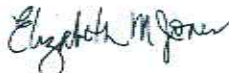
Remarks: All went well, except with Ms. Bingle's 6<sup>th</sup> gr. class. They were still talking when I approached the classroom and had to speak to them about this.

This report is for emergency drill #6 for school year: **2015-2016**

Name of person conducting drill: \_\_\_\_\_ Mrs. Elizabeth Jones

Title of person conducting drill: \_\_\_\_\_ Principal

Signature of person conducting drill:



Drill Was Coordinated With:

City Emergency Management Coordinator

Name & Title \_\_\_\_\_ AND

Law Enforcement (county sheriff or chief of police or designee or MSP) Name & Title \_\_\_\_\_ OR

Fire (fire chief or designee)

Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

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FEB 08 2016

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Tornado Drill (2 Required)

Standard Drill

Name of Reporting School: Wexford Montessori Academy

Date of Drill: January 8, 2016 Time drill was held: 10:35 AM

Exact time required to evacuate/shelter/secure: 2 minutes, 10 seconds

Total Participants: 378

Remarks:

Very smooth procedure.

This report is for emergency drill # 6 for school year: **2015-2016**

Name of person conducting drill: Nancy Lubeski

Title of person conducting drill: Principal

Signature of person conducting drill:



Drill Was Coordinated With:

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

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

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

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**