

Mason County School Emergency Drills Documentation Form

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| Reporting School: | Ludington Elementary School |
| School Year: | 2021-2022 |
| Drill # for The School Year: <small>(Example: #3/5 Fire; 1/2 Tornado; 1/3 Lockdown)</small> | #3 of 3 Lockdown |

Type of Drill:

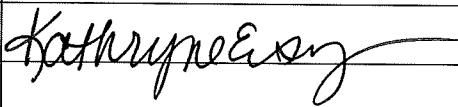
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|-------------------------------------|---|
| <input type="checkbox"/> | Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year) |
| <input type="checkbox"/> | Tornado Safety Drills (2 required in the school year; 1 in March) |
| <input checked="" type="checkbox"/> | Lock Down/Shelter-In-Place (3 required; 1 before December & 1 after January) |
| <input type="checkbox"/> | School Bus Emergency Evacuation Drill (3 required; Forward, rear, and both) |

Time of Drill:

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

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| <input checked="" type="checkbox"/> | During class time |
| <input type="checkbox"/> | In between classes/during class changes* |
| <input type="checkbox"/> | Recess or lunch time* |
| <input type="checkbox"/> | Other time when a significant number of the students are gathered but not in the classroom* |

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| Date & Time of Drill: | 5/13/22 | | |
| Time required to evacuate/shelter/secure all personnel: <small>(i.e. Last person to check or leave building)</small> | 3 min 5 sec | | |
| Total Number of Participants: | 914 | | |
| Enhancements Made To Drill: <small>Fire exit blocked, Scenario given, Missing Student, etc.</small> | | | |
| Drill Remarks or Observations: | | | |
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| Name of School Principal (or designee): | Kathryne Eisinger |
| Signature of School Principal: |  |
| Name & Title of Person Conducting Drill: <small>If drill conducted by someone other than principal</small> | |

Public Safety Agency Present For Drill

Name & Title

| | | |
|-------------------------------------|-----------------------------------|---------------|
| <input type="checkbox"/> | Emergency Management Coordinator: | |
| <input checked="" type="checkbox"/> | Law Enforcement Agency: | Austin Morris |
| <input type="checkbox"/> | Fire Department: | |

Submit Completed Forms to the Mason County Emergency Management Office
emergency.management@masoncounty.net