

Mason County School Emergency Drills Documentation Form

Reporting School:	Foster Elementary School
School Year:	2015 - 2016
Drill # for The School Year: <small>(Example: #3/5 Fire; 1/2 Tornado; 1/3 Lockdown)</small>	#5/5 Fire

Type of Drill:


<input checked="" 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 type="checkbox"/>	Lock Down/Shelter-In-Place (3 required; 1 before December & 1 after January)

Time of Drill:

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

<input type="checkbox"/>	During class time
<input checked="" 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*

Date & Time of Drill:	5/31/16
Time required to evacuate/shelter/secure personnel:	2:00
Total Number of Participants:	470 students + staff
Drill Remarks or Observations: Erik Bratchki was part of drill too, he checked on fire doors and their functionality. Staff and students did an excellent job exiting the building.	

Name of School Principal (or designee):	Brian Dotson
Signature of School Principal:	
<i>If drill is conducted by someone other than school principal</i>	
Name & Title of Person Conducting Drill:	

Drill Coordinated With

Name & Title

<input checked="" type="checkbox"/>	Emergency Management Coordinator:	Den Meyer, LHS Assistant Principal
<input type="checkbox"/>	Law Enforcement Agency:	Tony Kuster SRO
<input type="checkbox"/>	Fire Department:	

Submit Completed Forms to the Mason County Emergency Management Office
Fax 231-845-0911 or emergencymanagement@masoncounty.net