

# Okemos Public Schools

## Emergency Drills Documentation Form

Type of Drill

Time of Drill

Fire Drill (5 required)

Standard

Tornado Drill (2 required)

Class Change

Lockdown/Shelter in Place Drill (3 required)

Recess

Other Events

Name of reporting school: Bennett Woods Elementary

Date of drill: 10-10-16 Time drill was held: 2:25pm

Exact time required to evacuate/shelter/secure: 1:02

Total Participants: 375 + staff

Remarks:

This report is for emergency drill # 3 for school year 2016-17

Name of person conducting drill: Noelle Palasty

Title of person conducting drill: Principal

Signature of person conducting drill:



Fax information to:

(517) 853-4097