



# Livingston County Emergency Management

1911 Tooley Rd  
Howell, Michigan 48843  
Telephone: 517.540.7926  
Fax: 517.546.6788

Jeffrey R. Boyd, Coordinator

Therese Cremonte, Emergency Manager

## SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) Prior to drill Jennifer Mykols

School & District: Hawkins Elementary - Brighton Area Schools

Drill Type & Number: Fire 1 of 5 Tornado     of 2 (circle one) Lock Down / Shelter in Place     of 3

Check here if a Cardiac Drill was conducted at same time as other drill    

During:  Class Time  Class Change  Recess  Lunch  Other  Summer School

Date of Drill: 9/20/22 Time of Drill: 2:30 pm Number of Participants: 550

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: 3 minutes to exit.

Observations / Remarks: \_\_\_\_\_

Does any information in the KNOX BOX need to be updated?    

Name & Title of School Personnel Conducting Drill: Chris McAuliffe - Principal

Signature: [Signature]

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency \_\_\_\_\_

OR

Fire Department \_\_\_\_\_