



Livingston County Emergency Management

1911 Tooley Rd
Howell, Michigan 48843
Telephone: 517.540.7926
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Therese Cremonte, Coordinator

Kristi Wahoski, Planner

SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

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

School & District: Spencer / Brighton Area Schools

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

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: _____

Observations / Remarks: _____

Does any information in the KNOX BOX need to be updated? no (update at beginning & mid-year)

Name & Title of School Personnel Conducting Drill: Danielle Schmidt, Principal

Signature: Danielle Schmidt

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 [Signature] #304

OR _____
Fire Department [Signature]

e-mail this report to Livingston County Emergency Management: thcremonte@livgov.com