

# Mason County School Emergency Drills Documentation Form

<b>Reporting School:</b>	Ludington Area Catholic School
<b>School Year:</b>	2019-2020
<b>Drill # for The School Year:</b> <small>(Example: #3/5 Fire; 1/2 Tornado; 1/3 Lockdown)</small>	#1/5 Fire Drill

**Type of Drill:**

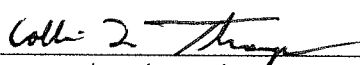
<input checked="" type="checkbox"/>	Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
<input type="checkbox"/>	Tornado Safety Drills (2 required in the school year; 1 in March)
<input type="checkbox"/>	Lock Down/Shelter-In-Place (3 required; 1 before December & 1 after January)

**Time of Drill:**

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

<input 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*

<b>Date &amp; Time of Drill:</b>	Thursday, September 19, 2019 @1:00 p.m.
<b>Time required to evacuate/shelter/secure personnel:</b>	:54.03 (54.03 seconds)
<b>Total Number of Participants:</b>	101
Drill Remarks or Observations:	

<b>Name of School Principal (or designee):</b>	Collin L. Thompson
<b>Signature of School Principal:</b>	
<i>If drill is conducted by someone other than school principal</i>	
<b>Name &amp; Title of Person Conducting Drill:</b>	

**Drill Coordinated With**

*Name & Title*

X	Emergency Management Coordinator:	Liz Reimink, Mason County Emergency Management Coordinator
	Law Enforcement Agency:	
	Fire Department:	

Submit Completed Forms to the Mason County Emergency Management Office  
Fax 231-845-0911 or [emergency.management@masoncounty.net](mailto:emergency.management@masoncounty.net)

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**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 type="checkbox"/>	In between classes/during class changes*
<input checked="" 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*

<b>Date &amp; Time of Drill:</b>	Monday, October 7, 2019 @11:25 a.m.
<b>Time required to evacuate/shelter/secure personnel:</b>	1:35.13 (1 minute & 35.13 seconds)
<b>Total Number of Participants:</b>	87
Drill Remarks or Observations:	
Lunch time.	

<b>Name of School Principal (or designee):</b>	Collin L. Thompson
<b>Signature of School Principal:</b>	
<i>If drill is conducted by someone other than school principal</i>	
<b>Name &amp; Title of Person Conducting Drill:</b>	

**Drill Coordinated With**

*Name & Title*

X	Emergency Management Coordinator:	Liz Reimink, Mason County Emergency Management Coordinator
	Law Enforcement Agency:	
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**Type of Drill:**

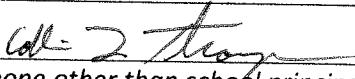
<input checked="" type="checkbox"/>	Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
<input type="checkbox"/>	Tornado Safety Drills (2 required in the school year; 1 in March)
<input type="checkbox"/>	Lock Down/Shelter-In-Place (3 required; 1 before December & 1 after January)

**Time of Drill:**

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

<input 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*

<b>Date &amp; Time of Drill:</b>	Monday, October 21, 2019 @10:00 a.m.
<b>Time required to evacuate/shelter/secure personnel:</b>	1:50 (1 minute, 50 seconds)
<b>Total Number of Participants:</b>	90
Drill Remarks or Observations:	

<b>Name of School Principal (or designee):</b>	Collin L. Thompson
<b>Signature of School Principal:</b>	
<i>If drill is conducted by someone other than school principal</i>	
<b>Name &amp; Title of Person Conducting Drill:</b>	

**Drill Coordinated With**

		Name & Title
X	Emergency Management Coordinator:	Liz Reimink, Mason County Emergency Management Coordinator
	Law Enforcement Agency:	
	Fire Department:	

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**Type of Drill:**


<input type="checkbox"/>	Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
<input checked="" 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)
<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.*

<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*

<b>Date &amp; Time of Drill:</b>	Tuesday, October 22, 2018 @ 8:15 a.m.		
<b>Time required to evacuate/shelter/secure all personnel:</b> <small>(i.e. Last person to check or leave building)</small>	1:35 (1 minute, 35 seconds)		
<b>Total Number of Participants:</b>	94		
<b>Enhancements Made To Drill:</b> <small>Fire exit blocked, Scenario given, Missing Student, etc.</small>			
<b>Drill Remarks or Observations:</b>			

<b>Name of School Principal (or designee):</b>	Collin L. Thompson
<b>Signature of School Principal:</b>	
<b>Name &amp; Title of Person Conducting Drill:</b> <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 type="checkbox"/>	Law Enforcement Agency:	
<input type="checkbox"/>	Fire Department:	

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**Type of Drill:**


<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.*

<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*

<b>Date &amp; Time of Drill:</b>	Monday, October 14, 2019 @ 10:00 a.m.
<b>Time required to evacuate/shelter/secure all personnel:</b> <small>(i.e. Last person to check or leave building)</small>	1:48 (1 minutes 48 seconds)
<b>Total Number of Participants:</b>	94
<b>Enhancements Made To Drill:</b> <small>Fire exit blocked, Scenario given, Missing Student, etc.</small>	
<b>Drill Remarks or Observations:</b>	
Lockdown "Yellow"	

<b>Name of School Principal (or designee):</b>	Collin L. Thompson
<b>Signature of School Principal:</b>	
<b>Name &amp; Title of Person Conducting Drill:</b> <small>If drill conducted by someone other than principal</small>	

**Public Safety Agency Present For Drill**

*Name & Title*

<input checked="" type="checkbox"/>	Emergency Management Coordinator:	Liz Reimink
<input type="checkbox"/>	Law Enforcement Agency:	
<input type="checkbox"/>	Fire Department:	

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**Type of Drill:**


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<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.*

<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*

<b>Date &amp; Time of Drill:</b>	Thursday, November 14, 2019 @ 1:00 p.m.		
<b>Time required to evacuate/shelter/secure all personnel:</b> <small>(i.e. Last person to check or leave building)</small>	1:50 (1 minutes 50 seconds)		
<b>Total Number of Participants:</b>	91		
<b>Enhancements Made To Drill:</b> <small>Fire exit blocked, Scenario given, Missing Student, etc.</small>			
<b>Drill Remarks or Observations:</b>			
Lockdown "Red". Some students transitioning from classroom as the drill started.			

<b>Name of School Principal (or designee):</b>	Collin L. Thompson
<b>Signature of School Principal:</b>	
<b>Name &amp; Title of Person Conducting Drill:</b> <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 type="checkbox"/>	Law Enforcement Agency:	
<input type="checkbox"/>	Fire Department:	

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**Type of Drill:**


<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.*

<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*

<b>Date &amp; Time of Drill:</b>	Wednesday, January 8 2020 @ 1:00 p.m.
<b>Time required to evacuate/shelter/secure all personnel:</b> <small>(i.e. Last person to check or leave building)</small>	1:55 (1 minutes 55 seconds)
<b>Total Number of Participants:</b>	85
<b>Enhancements Made To Drill:</b> <small>Fire exit blocked, Scenario given, Missing Student, etc.</small>	
<b>Drill Remarks or Observations:</b>	
A few students transitioning from classroom as the drill started.	

<b>Name of School Principal (or designee):</b>	Collin L. Thompson
<b>Signature of School Principal:</b>	
<b>Name &amp; Title of Person Conducting Drill:</b> <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 type="checkbox"/>	Law Enforcement Agency:	
<input type="checkbox"/>	Fire Department:	

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