

Emergency Drills Documentation Form

Building: DCP Harper Woods

Date of Drill: 11/25/24

Time Drill was Held: 2:00 AM **PM**

Type of Drill

Fire

Tornado

Lock Down/Shelter In-Place

Time of Drill

Standard

Class Change

Recess

Lunch

Other: _____

Exact time required to evacuate/shelter/secure: _____.

**This report is emergency drill
number 3 of school year:**

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++ Name of person conducting drill: Marvalisa King

Title: Business Manager

Signature: _____

Keep original, send to be posted on the website. Must be posted within 30 days of drill.