

Berrien Springs Public Schools
School Emergency Drills
Documentation Form

<u>Type of Drill</u>	<u>Time of Drill</u>
<input type="checkbox"/> Fire Drill (5 required) <input type="checkbox"/> Tornado Drill (2 required) <input checked="" type="checkbox"/> Lock Down/SIP (3 required) #1 <i>inside Threat</i>	<input type="checkbox"/> Standard <input type="checkbox"/> Class Change <input type="checkbox"/> Recess <input type="checkbox"/> Other _____

Name of Reporting School: STEM / Central

Date of Drill: 11/13/23 Time drill was held: 11:15

Exact time required to evacuate/shelter/secure: 10 min 11:25

Total Participants: 40

Remarks: _____

This report is for emergency drill # 4 for the school year 2023-24

Name of person conducting drill: Jamie Spenner

Title of person conducting drill: Admin Assistant

Signature of person conducting drill: *Jamie Spenner*

Drill Was Coordinated With:

Emergency Management Coordinator

Name & Title _____

Law Enforcement (county sheriff or chief of police or designee or MSP)

Name & Title Matthew W. Oosterwal SRO BSOTPD

Matthew W. Oosterwal

Fire (fire chief or designee)

Name & Title _____

Hex key Back Classroom Door