

School Emergency Drills Documentation Form

Type of Drill

- ☒ Fire Drill (6 required)
☐ Tornado Drill (2 required)
☐ Lock Down/Shelter in Place Drill
(2 required)

Time of Drill

- ☒ Standard
☐ Class Change
☐ Recess
☐ Other Events

Name of Reporting School:

Berrien Springs Virtual Academy

Date of Drill:

9/13/22

Time drill was held:

11:32

(pm/am)

Exact time required to evacuate/shelter/secure:

2:08

Total Participants:

110

Remarks:

12 kids / 4 adults

This report is for emergency drill #

1

for school year

22-23

Name of person conducting drill:

Valerie Carr

Title of person conducting drill:

Principal

Signature of person conducting drill:

Valerie L. Carr

Drill Was Coordinated With:

- ☐ Emergency Management Coordinator
Name & Title

Matthew Osterwal & BSPD

AND

- ☐ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title

OR

- ☐ Fire (fire chief or designee)
Name & Title