

School Emergency Drills 2024-2025 Documentation Form

Type of Drill

Fire Drill (5 required)

Tornado Drill (2 required)

Lock Down/Shelter in Place Drill (3 required)

Time of Drill

In Class

Class Change

Recess

Other Out of Class Event

Name of Reporting School: North Central Academy

Date of Drill: 8/29/24 Time of Drill: 1:30pm

This report is for Fire Drill: # 1 of 5

This report is for Tornado Drill: # of 2

This reports is for Lock-Down Drill: # of 3

Name of person conducting this drill: Jill Kettlewell

Title of person conducting this drill: Principal

Signature of person conducting this drill: 

Name of School Principal or designee: Jill Kettlewell

Signature of Principal or designee: 

Date posted to website: 9/4/24 Time to clear building: 5 min

This form is to be filled out once for each individual drill. This form is to be posted on the school, school district, or intermediate school district website. This document must remain on the website for 3 years from the date of posting in order to meet State of Michigan requirements.