Van Buren County Emergency Management
School Emergency Drills Documentation Form

* Seven-day advance notice required for proper public safety coordination.
Send notice by fax to 269-657-7787 or email to kirkr@vbco.org / skinnert@vbco.org.

Type of Drill:

- ☐ Fire Drill (5 required)
- ☒ Tornado Drill (2 required)
- ☐ Lock Down / Shelter in Place Drill (3 required)

Time of Drill:

- ☒ Standard
- ☐ Class Change
- ☐ Recess
- ☐ Other Event

Name of Reporting School: St. Basil Catholic School

Date of Drill: 9/19/19 Time Drill was Held: 8:45 ☒ a.m. ☐ p.m.

Exact Time Required to Evacuate / Shelter / Secure: 2:27.83 Minutes.

Remarks: remember to make a announcement for anyone outside.

This Report is for Emergency Drill # 1 for School Year: 2019-2020

Name of Person Conducting Drill: Camille Delano

Title of Person Conducting Drill: Principal

Signature of Person Conducting Drill: Camille Delano

Drill was Coordinated with:

☐ Office of Domestic Preparedness

Name and Title: _____

AND

☐ Law Enforcement (County Sheriff or Chief of Police or designee or Michigan State Police)

Name and Title: _____

OR

☐ Fire (Fire Chief or designee)

Name and Title: _____