



Livingston County

Emergency Management

1911 Tooley Rd
Howell, Michigan 48843
Telephone: 517.540.7926
Fax: 517.546.6788

Jeffrey R. Boyd, Coordinator

Therese Cremonte, Emergency Manager

SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) Prior to drill R. Hornby v. drill sheet

School & District: St. Joseph Howell

Drill Type & Number: Fire ____ of 5 Tornado 1 of 2 (circle one) Lock Down / Shelter in Place ____ of 3

Check here if a Cardiac Drill was conducted at same time as other drill ____

During: 1 Class Time ____ Class Change ____ Recess ____ Lunch ____ Other ____ Summer School

Date of Drill: 9-3-20 Time of Drill: 1:45pm Number of Participants: 46

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: 50 seconds

Observations / Remarks:

Does any information in the KNOX BOX need to be updated? yes

Name & Title of School Personnel Conducting Drill: Renee Hornby

Signature:

A handwritten signature in dark ink, appearing to be 'RH' or 'Renee Hornby'.

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency

OR

Fire Department _____

e-mail this report to Livingston County Emergency Management: thcremonte@livgov.com