

School Emergency Drills
2022-2023
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: Bay City Academy

Date of Drill: 09/01/2022 Time of drill: 10:15 (am pm)

This report is for Fire Drill: 1 # of 5

This report is for Tornado Drill: # of 2

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

Name of person conducting drill: Steven Richard

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: 

Name of School Principal or designee: Steven Richard

Signature of Principal or designee: 

Date Posted to Website: 9/1/2022 1:57.81 to clear building

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.