



POTTERVILLE PUBLIC SCHOOLS

2022-2023 School Year Emergency Drills

Documentation Form

Drill Conducted	Type of Drill
<u>Fire Drill</u> (5 required)	Standard
Tornado Drill (2 required)	Class Change
Lockdown/Shelter in Place Drill (3 required)	<u>Recess</u>
	Lunch
	Other

Name of Reporting School: Pottersville Elementary School

Date of Drill: 10-6-22 Time Drill was held: 10:15 am

Exact time required to evacuate/shelter/secure: 2 minutes 59 seconds

Total Participants: 324

Remarks:

This report is for emergency drill # 2 for school year 2022-2023

Name of person conducting drill: Molly Williams

Title of person conducting drill: Principal

Signature of person conducting drill: *Molly Williams*

Drill was coordinated with:

Emergency Management Coordinator

Name & Title

Law Enforcement

Name & Title

Fire Department

Name & Title