



POTTERVILLE PUBLIC SCHOOLS

2022-2023 School Year Emergency Drills Documentation Form

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

Name of Reporting School: Pottersville Middle & High School

Date of Drill: 10.19.22

Time Drill was held: 1:09 PM

Exact time required to evacuate/shelter/secure: 3 min 47 secs

Total Participants: 429

Remarks:

This report is for emergency drill # 1 for school year 2022-2023

Name of person conducting drill: Katherine Palmiter

Title of person conducting drill: Principal

Signature of person conducting drill:

Drill was coordinated with:

Emergency Management Coordinator
Name & Title

Law Enforcement
Name & Title

Fire Department
Name & Title