



# LIGHTHOUSE ACADEMY

## EMERGENCY DRILL DOCUMENTATION FORM

School Year 2023-2024

School Campus:	Lighthouse Academy - Community Building 1161 W Southern Ave Muskegon, MI 49441
Drill # for the School Year: (Example #2/5 Fire, #1/2 Tornado; 1/3 Lockdown)	#1/3 Lock Down Drill

### Type of Drill

	Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
	Tornado Safety Drills (2 required in the school year; 1 must be held in March)
<b>XX</b>	Lock Down (3 required; 1 before December 1 & 1 after January 1)

### Time of Drill:

*\*At least one drill is required to not be during class time*

Date:	11/10/2023
Time:	1:00 PM
<b>XX</b>	During class time
	In between classes/during class changes*
	Recess or lunch time*
	Other time when a significant number of the students are gathered but not in the class room*

Number of Participants:	15
Evacuation Time:	2min. 8sec.
Comments:	

Name of School Principal (or designee):	Sherri Nash
Signature of School Principal:	
<i>(If drill is conducted by someone other than the school Principal)</i>	
Name and Title of Person Conducting Drill:	Sherri Nash - School Leader