



LIGHTHOUSE ACADEMY

EMERGENCY DRILL DOCUMENTATION FORM

School Year 2023-2024

School Campus:	Lighthouse Academy – South 3330 36 th St SE Grand Rapids, MI 49512
Drill # for the School Year: (Example #2/5 Fire, #1/2 Tornado; 1/3 Lockdown)	Lock Down Drill # 2/3

Type of Drill

<input type="checkbox"/>	Fire Drill (<i>5 required; 3 drills in the fall, 2 in the remaining school year</i>)
<input type="checkbox"/>	Tornado Safety Drills (<i>2 required in the school year; 1 must be held in March</i>)
<input checked="" type="checkbox"/>	Lock Down (<i>3 required; 1 before December 1 & 1 after January 1</i>)

Time of Drill:

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

Date:	1-31-2024
Time:	1:00 PM
<input checked="" type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes*
<input type="checkbox"/>	Recess or lunch time*
<input type="checkbox"/>	Other time when a significant number of the students are gathered but not in the class room*

Number of Participants:	170
Evacuation Time:	3min 24sec
Comments:	

Name of School Principal (or designee):	Stacey Martinez
Signature of School Principal:	
<i>(If drill is conducted by someone other than the school Principal)</i>	
Name and Title of Person Conducting Drill:	Danelle Carmichael Lead Responsible Thinking Advisor