



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)	#3/5 Fire Drill

Type of Drill

<input checked="" type="checkbox"/>	Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
<input type="checkbox"/>	Tornado Safety Drills (2 required in the school year; 1 must be held in March)
<input type="checkbox"/>	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:	11/30/2023
Time:	9:05 AM
<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:	16
Evacuation Time:	2 minutes 45 secs.
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:	Kasi Keiger, B.I.