



# LIGHTHOUSE ACADEMY

## EMERGENCY DRILL DOCUMENTATION FORM

School Year 2023-2024

School Campus:	Lighthouse Academy – Ottawa JDC 12120 Fillmore St West Olive, MI 49460
Drill # for the School Year: (Example #2/5 Fire, #1/2 Tornado; 1/3 Lockdown)	1/5 Fire

### Type of Drill

<input checked="" 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 type="checkbox"/>	Lock Down <i>(3 required; 1 before December 1 &amp; 1 after January 1)</i>

### Time of Drill:

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

Date:	9/11/23
Time:	9am
<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:	19 students and 6 staff
Evacuation Time:	N/A
Comments:	Locked detention setting, teacher discuss drill plan with students in the case of emergency.

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