



LIGHTHOUSE ACADEMY

EMERGENCY DRILL DOCUMENTATION FORM School Year 2023-2024

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


Type of Drill

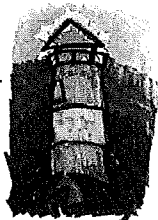
<input checked="" type="checkbox"/>	Fire Drill <i>(5 required; 3 drills in the fall, 2 in the remaining school year)</i>
<input type="checkbox"/>	Tornado Safety Drills <i>(2 required in the school year; 1 must be held in March)</i>
<input type="checkbox"/>	Lock Down <i>(3 required; 1 before December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

Time of Drill: **At least one drill is required to not be during class time*

Date:	11/14
Time:	1:00p
<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*
<input type="checkbox"/>	

Number of Participants:	18
Evacuation Time:	N/A
Comments:	Detention Centers have staff talk about the evacuation process

Name of School Principal (or designee):	Lucas Yax
Signature of School Principal:	



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(If drill is conducted by someone other than the school Principal)

Name and Title of Person Conducting Drill:	Yax
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