



# 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)	1/2

### Type of Drill

	Fire Drill <i>(5 required; 3 drills in the fall, 2 in the remaining school year)</i>
x	Tornado Safety Drills <i>(2 required in the school year; 1 must be held in March)</i>
	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:	10/18/23
Time:	10am
<b>X</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:	18
Evacuation Time:	N/A
Comments:	<i>(School in Juvenile Detention Center therefore staff review emergency protocol with students verbally for safety security reasons)</i>

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