

Van Buren County Emergency Management
School Emergency Drill Documentation Form

Seven day advanced notice required for proper public safety coordination.

Send notice by fax to 260-657-7787 or email kirkr@vbco.org or polomcakw@vbco.org.

Type of Drill (Fire, Tornado, Lock Down/Shelter in Place): Fire

Time of Drill (Standard, Class Change, Recess, Other): Standard

Name of Reporting School: Covert Public Schools

Date of Drill: 5/6/15

Time Drill Was Held: 12:45PM

Exact Time Required to Evacuate/Shelter/Secure (in minutes): 4 minutes 20 seconds

Remarks: PreK taking a nap, teacher did not wake up students, another teacher permitted students to put shoes on before going outside

This Report is for Emergency Drill #: 6

School Year: 2014-2015

Name of Person Conducting Drill: G Rose

Title of Person Conducting Drill: Facilities Director

Drill was Coordinated With: NA