

LIGHTHOUSE ACADEMY



EMERGENCY DRILL DOCUMENTATION FORM

School Year 2023-2024

School Campus: Lighthouse Academy - J11 12263 James St Holland, MI 49424	Drill # for the School Year: (Example #2/5 Fire, #1/2 Tornado; 1/3 Lockdown) # 3/5 Fire Drill
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✓	Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
	Tornado Safety Drills (2 required in the school year; 1 must be held in March)
	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:	11/13/2024
Time:	9:00AM
During class time	X
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:	11
Evacuation Time:	7 min
Comments:	(part of reg. - some did not take it serious)

Name of School Principal (or designee):	Shea Williams
Signature of School Principal:	Shea Williams
Name and Title of Person Conducting Drill:	Kristis Collins IST

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