



LIGHTHOUSE ACADEMY

EMERGENCY DRILL DOCUMENTATION FORM

School Year 2023-2024

School Campus:	Lighthouse Academy – Muskegon The Port 205 East Apple Ave Muskegon, MI 49442
Drill # for the School Year: (Example #2/5 Fire, #1/2 Tornado; 1/3 Lockdown)	3/3 Lockdown

Type of Drill

	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)
X	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:	3/7/2024
Time:	1:45 PM
X	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:	15
Evacuation Time:	N/A
Comments:	

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