



Manistee Area Public School Emergency Drills Documentation Form

Reporting School: MES

School Year: 25-26

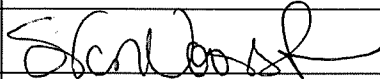
Type and # of Drill (ie: #2/5)

	Fire Drill (5 Required) 3 Drills in the fall, 2 in the remaining school year
	Tornado Safety Drill (2 Required) 1 in March 1 sometime during the school year
#1	Lock Down/Shelter in Place (3 Required) 1 Before December, 1 After January
	School Bus Emergency Evacuation Drill (3 Required)

Time of Drill

** At least one drill is required not to be during class time*

X	During class time
	*In between classes/During class changes
	*Recess or Lunch Time
	Other time when a significant # of students are gathered, not in the classroom.

Date and Time of Drill	10/06/25 2:04 pm
Time required to evacuate/shelter/secure all personnel	9 minutes
Total number of participants	433 students
Enhancements Made to the Drill (ie: fire exits blocked, scenario given, missing student, etc...)	Students in the office entered an office space that locked. Staff grabbed students who were in the hallways and got them into a locked space.
Drill Remarks or Observations	All staff did a great job of pausing before exiting the classrooms. All students and staff made it out of the building in 4 minutes.
Name of School Principal (or designee)	Shelly VanVoorst
Signature of School Principal	
Name & Title of the Person Conducting Drill (If drill conducted by someone other than principal)	



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Public Safety Agency Present For Drill

Name & Title

	Emergency Management Coordinator -
X	Law Enforcement Agency - Tribal and City Officers were here.
	Fire Department -