



# Livingston County Emergency Management

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Howell, Michigan 48843  
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Therese Cremonte, Coordinator

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## SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) *Prior* to drill \_\_\_\_\_

School & District: Hornung Elementary Brighton Area Schools

Drill Type & Number: Evacuation Drill  
Fire \_\_\_ of 5 Tornado \_\_\_ of 2 (circle one) Lock Down / Shelter in Place \_\_\_ of 3

Check here if a Cardiac Drill was conducted at same time as other drill \_\_\_\_\_

During:  Class Time \_\_\_ Class Change \_\_\_ Recess \_\_\_ Lunch \_\_\_ Other \_\_\_ Summer School

Date of Drill: 9-28-23 Time of Drill: 10am Number of Participants: 635 approx

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: \_\_\_\_\_

Observations / Remarks: Evacuation Drill

Does any information in the KNOX BOX need to be updated? \_\_\_\_\_ (update at beginning & mid-year)

Name & Title of School Personnel Conducting Drill: J. Yates  
Signature: [Signature]

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency [Signature] 304 [Signature]

OR

Fire Department [Signature] #285

SCAN & e-mail this report to Livingston County Emergency Management: [thcremonte@livgov.com](mailto:thcremonte@livgov.com)