

**EAST LANSING PUBLIC SCHOOLS**

**School Lockdown Drill Report**

**NAME OF SCHOOL REPORTING:**

**DATE OF FIRE DRILL:**

**EXACT TIME OF DAY:**

**REGULAR OR BLOCKED DRILL:**

**EXACT TIME REQUIRED TO EVACUATE BUILDING:**

**NUMBER OF STUDENTS IN ATTENDANCE:**

**DRILL NUMBER THIS SCHOOL YEAR:**

**REMARKS:**

Signature of Person Conducting Drill

---

**Title:** Principal

**FOLLOWING EACH FIRE DRILL PLEASE SUBMIT A COPY OF THIS REPORT TO:**

Fire Prevention Bureau  
1700 Abbott road  
East Lansing MI 48823

**\*Please send a copy of this report to: Jason Sparkia – Data Services and  
Michele Huisgen – Central Administration**