

School Drill Documentation Form

| Type of Drill | Number/Schedule |
|-----------------|--|
| Fire | Five – Three drills must be completed by December 1 |
| Tornado | Two – One drill must be completed in March |
| Safety/Security | Three – One drill must be completed prior to December 1 and one after January 1 <ul style="list-style-type: none"> One drill shall include security measures that are appropriate to an emergency such as the release of a hazardous material. One drill shall include security measures of a potentially dangerous individual on or near the school premises. Seek input from the administration of the school and local public safety on the nature of the drill. |

Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Whitehall - Ealy Elementary

Principal: Ron Bailey

Date of drill: 3/3/22 Number of students: 366 Number of staff: 44

Time initiated: 1:32 (a.m./☉p.m.) Time concluded: 1:34 (a.m./☉p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: everyone reacted quickly and were quiet.

This report is for: _____ Fire drill number 1 2 3 4 5 for the 2021/2022 school year
(circle number next to applicable drill)

Tornado drill number 1 2 for the 2021/2022 school year

Safety/Security drill number 1 2 3 for the 2021/2022 school year

Name of person conducting drill: Ron Bailey

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: _____

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

*Must post on the school's website within 30 days after completing the drill.
The form must be maintained on the school website for at least three years*

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| <i>Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.</i> | |

School: WHITE LAKE COMMUNITY CENTER

Principal: TOM MOORE

Date of drill: 3/10/22 Number of students: 80 Number of staff: 11

Time initiated: 10:00 (a.m./p.m.) Time concluded: 10:10 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for: _____ Fire drill number **1 2 3 4 5** for the 2021/2022 school year
(circle number next to applicable drill)

Tornado drill number **1 2** for the 2021/2022 school year

Safety/Security drill number **1 2 (3)** for the 2021/2022 school year

Name of person conducting drill: TOM MOORE

Title of person conducting drill: DIRECTOR OF COMMUNITY EDUCATION

Signature or person conducting drill: [Signature] Date: 3/10/22

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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| <i>Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.</i> | |

School: Whitehall Middle School

Principal: CJ Van Wieren

Date of drill: 3/11/22 Number of students: 460 Number of staff: 35

Time initiated: 9:00 (a.m./p.m.) Time concluded: 9:15 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for:
(circle number next to applicable drill)

Fire drill number **1 2 3 4 5** for the 2021/2022 school year

Tornado drill number **(1) 2** for the 2021/2022 school year

Safety/Security drill number **1 2 3** for the 2021/2022 school year

Name of person conducting drill: CJ Van Wieren

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 3/14/22

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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| <i>Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.</i> | |

School: Whitehall High School

Principal: Brett Westerland

Date of drill: 3/16/22 Number of students: 663 Number of staff: 40

Time initiated: 1:02 (a.m./p.m.) Time concluded: 1:05 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|--|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for: Fire drill number 1 2 3 4 5 for the 2021/2022 school year
 (circle number next to applicable drill)

Tornado drill number 1 2 for the 2021/2022 school year

Safety/Security drill number 1 2 3 for the 2021/2022 school year

Name of person conducting drill: Brett Westerland

Title of person conducting drill: Principal

Signature or person conducting drill: *Brett Westerland* Date: 3/16/22

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: EPS - Fire Alarms mgmt Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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| <i>Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.</i> | |

School: Shoreline Elementary

Principal: Karen Abraham

Date of drill: 3/23/2022

Number of students: 465

Number of staff: 58

Time initiated: 1:20 (p.m.)

Time concluded: 1:23 (p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|--|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: Great job! All students and staff accounted for and in appropriate location

This report is for: Fire drill number **1 2 3 4 5** for the 2021/2022 school year (circle number next to applicable drill)

Tornado drill number **10** for the 2021/2022 school year

Safety/Security drill number **1 2 3** for the 2021/2022 school year

Name of person conducting drill: Karen Abraham

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 3/23/2022

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

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| <i>Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.</i> | |

School: WHITE LAKE COMMUNITY CENTER

Principal: TOM MOORE

Date of drill: 3/23/22 Number of students: 75 Number of staff: 25

Time initiated: 10:00 (a.m./p.m.) Time concluded: 10:10 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____


This report is for: _____ Fire drill number **1 2 3 4 5** for the 2021/2022 school year
 (circle number next to applicable drill)

Tornado drill number **1 (2)** for the 2021/2022 school year

Safety/Security drill number **1 2 3** for the 2021/2022 school year

Name of person conducting drill: TOM MOORE

Title of person conducting drill: DIRECTOR

Signature or person conducting drill:  Date: 3/23/22

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Whitehall - Ealy Elementary
 Principal: Ron Bailey
 Date of drill: 3/24/22 Number of students: 379 Number of staff: 47
 Time initiated: 1:38 (a.m./p.m.) Time concluded: 1:42 (a.m./p.m.)

Situation at Start of the Drill (Check the appropriate box)

| | | | |
|--|--|--|---------------------------------|
| <input type="checkbox"/> Before school | <input type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input checked="" type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: 4 doors open

This report is for:
(circle number next to applicable drill)

Fire drill number 1 2 3 4 5 for the 2021/2022 school year

Tornado drill number 1 2 for the 2021/2022 school year

Safety/Security drill number 1 2 3 for the 2021/2022 school year

Name of person conducting drill: Ron Bailey

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 3/24/22

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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