

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 - Early Elementary

Principal: Ron Bailey

Date of drill: 10/6/23 Number of students: 411 Number of staff: 43

Time initiated: 1:22 (a.m./p.m.) Time concluded: 1:24 (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 2023/2024 school year

Tornado drill number 1 2 for the 2023/2024 school year

Safety/Security drill number 1 2 3 for the 2023/2024 school year

Name of person conducting drill: Ronald Bailey

Title of person conducting drill: Principal

Signature or person conducting drill: R. Bailey Date: 10/6/23

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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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: WHITE LAKE COMMUNITY CENTER

Principal: TOM MOORE

Date of drill: 10/4/23 Number of students: 85 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:
 (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: TOM MOORE

Title of person conducting drill: DIRECTOR

Signature or person conducting drill: [Signature] Date: 10/5/23

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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<p><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></p>	

School: Shoreline Elementary

Principal: Beth Whaley

Date of drill: 10/6/23

Number of students: 384

Number of staff: 68

Time initiated: 9:45 a.m.

Time concluded: 9:47 a.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! Everyone was in their place.

This report is for: Fire drill number **1 2 3 4 5** for the 2023/2024 school year (circle number next to applicable drill)Tornado drill number **1** for the 2023/2024 school yearSafety/Security drill number **1 2 3** for the 2023/2024 school year

Name of person conducting drill: Beth Whaley

Title of person conducting drill: Principal

Signature or person conducting drill:

Date: 10/6/23

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: Shoreline Elementary Name: Beth Whaley Title: Principal

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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 Middle School

Principal: _____

Date of drill: 10/10/2023 Number of students: 398 Number of staff: 42

Time initiated: 11:09 (a.m./p.m.) Time concluded: 11:12 (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 checked="" 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 2023/2024 school year

Tornado drill number 1 2 for the 2023/2024 school year

Safety/Security drill number 1 2 3 for the 2023/2024 school year

Name of person conducting drill: Craig Thompson

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 10/11/23

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 - Early Elementary

Principal: Ron Bailey

Date of drill: 10-26-23 Number of students: 373 Number of staff: 54

Time initiated: 9:58 (a.m./p.m.) Time concluded: 10:01 (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: 6 doors left open

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

Fire drill number 1 2 3 4 5 for the 2023/2024 school year

Tornado drill number 1 2 for the 2023/2024 school year

Safety/Security drill number 1 2 3 for the 2023/2024 school year

Name of person conducting drill: Ronald Bailey

Title of person conducting drill: Principal

Signature or person conducting drill: R. Bailey Date: 10-26-23

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: White Lake Fire Authority Name: Haddon Young Title: Firefighter

Agency: White Lake Fire Authority Name: Pete McWhirry Title: Chief

Agency: White Lake Fire Authority Name: Hannah Nestell Title: firefighter

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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: WHITE LAKE COMMUNITY CENTER

Principal: TOM MOORE

Date of drill: 10/26/23 Number of students: 64 Number of staff: 20

Time initiated: 10:00 (a.m./p.m.) Time concluded: 10:15 (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: _____ 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: Tom Moore Date: 10/26/23

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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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 High School

Principal: Brett Westerlund

Date of drill: 10/26/23 Number of students: 632 Number of staff: 53

Time initiated: 1:31 (a.m./p.m.) Time concluded: 1:35 (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 2022/2023 school year
 (circle number next to applicable drill)

Tornado drill number 1 2 for the 2022/2023 school year

Safety/Security drill number 1 2 3 for the 2022/2023 school year

Name of person conducting drill: Brett Westerlund

Title of person conducting drill: Principal

Signature or person conducting drill: Brett Westerlund Date: 10/26/23

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 Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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