

Whitehall Schools School Emergency Drills Documentation Form

Building: Shoreline	Name & Title of Person Conducting Drill: Principal Beth Whaley
Date of Drill: 9/9/2022	Time of Drill: 10:30 am

TYPE & TIME OF DRILL

Type of Drill	Time of Drill			
	Standard	Class Change	Recess	Other Event
Fire Drill (5 required)	X			
Tornado Drill (2 required)				
Lock Down/Shelter in Place Drill (3 required)				

DRILL DETAIL

Exact time required to evacuate/shelter/secure	1 minute
Total # of participants	475
This report is for emergency drill #	1


Remarks:

1 Kindergarten room closed but unlocked
 1 First grade class unlocked
 2 Second grade class unlocked
 Gym door open
 Speech therapist and student did not leave building

DRILL COORDINATION

Drill was coordinated with:

- Whitehall Fire Department
- Whitehall Police Department



 (Signature of person conducting drill)

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: 9.9.22 Number of students: 379 Number of staff: 53
 Time initiated: 9:47 (p.m./p.m.) Time concluded: 9:51 (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: 9 doors left open All students + staff exited the building safely.

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

Fire drill number 1 2 3 4 5 for the 2022/2023 school year

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: Ronald Bailey

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 9.9.22

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: _____

*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.*

School Drill Documentation Form

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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: 9.28.22 Number of students: 390 Number of staff: 52
 Time initiated: 1:31 (a.m./pm) Time concluded: 1:40 (a.m./pm)

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: 2 doors unlocked + 1 student in bathroom

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

Fire drill number **1** **2** **3** **4** **5** for the 2022/2023 school year

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: Ronald Bailey

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 9.28.22

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 Westerlund

Date of drill: 9/15/22 Number of students: 635 Number of staff: 57

Time initiated: 12:59 (a.m./p.m.) Time concluded: 1:02 (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 2022/2023 school year

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: 9/15/22

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 Alarm mgmt Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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School Drill Documentation Form

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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 Westertlund
 Date of drill: 9/20/22 Number of students: 635 Number of staff: 57
 Time initiated: 9:58 (a.m./p.m.) Time concluded: 10:02 (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 Westertlund
 Title of person conducting drill: Principal
 Signature or person conducting drill: *Brett Westertlund* Date: 9/20/22

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: Whitehall Police Dept Name: Officer Bolles Title: School Liason
 Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____

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School Drill Documentation Form 1 of 5

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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: Whitchell Middle School

Principal: CJ Van Wieren

Date of drill: 9/28/22 Number of students: 400 Number of staff: 35

Time initiated: 1:39 (a.m./p.m.) Time concluded: 1:39 (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 2022/2023 school year

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: CJ Van Wieren

Title of person conducting drill: Principal

Signature or person conducting drill: [Signature] Date: 9/29/22

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: WLCC

Principal: Tom Moore

Date of drill: 9/14/22 Number of students: 80 Number of staff: 30

Time initiated: 10:00am (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:
 (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: COMMUNITY EDUCATION DIRECTOR

Signature or person conducting drill: [Signature] Date: 9/14/22

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: White Lake Community Center

Principal: Tom Moore

Date of drill: 9/21/22 Number of students: 80 Number of staff: 25

Time initiated: 10:00 (a.m./p.m.) Time concluded: 10:00 (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: J. M. Date: 9/21/22

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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