

## School Safety Drills Reporting Form

Update and Post Online Within 30 Days of Each Drill's Completion Date and Notify Central Office

<b>District:</b> Mason Public Schools	<b>School:</b> Harvey Ed Center
<b>School Year:</b> 2016-17	<b>Principal/Director:</b> Ron Hansen

### Fire Safety Drills

Fire Prevention Code (Excerpt) Act 207 of 1941  
29.19. amended this section effective July 14, 2014

*Section 19(2), (3) A minimum of 5 fire drills is required each school year with 8 recommended. Three of the drills shall be held prior to December 1 and 2 held during the remaining part of the school year with reasonable spacing.*

Drill	Conducted		Posted (within 30 days after completion)	Signature of Principal/Drill Designee
	Date	Time		
1	9-9-16	9:15a.m.	<input checked="" type="checkbox"/>	Ron Hansen
2	10-12-16	9:05a.m.	<input checked="" type="checkbox"/>	Ron Hansen
3	11-1-16	3:45p.m.	<input checked="" type="checkbox"/>	Patricia Weisinger
4	3-29-17	3:00p.m.	<input checked="" type="checkbox"/>	Patricia Weisinger
5	4-27-17	10:00a.m.	<input checked="" type="checkbox"/>	Ann Riley
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

### Tornado Safety Drills

Fire Prevention Code (Excerpt) Act 207 of 1941  
29.19. amended this section effective July 14, 2014

*Section 19(4) A minimum of 2 tornado safety drills is required at least one conducted in March.*

Drill	Conducted		Posted (within 30 days after completion)	Signature of Principal/Drill Designee
	Date	Time		
1	9-29-16	10:00a.m.	<input checked="" type="checkbox"/>	Ron Hansen
2	4-19-17	3:00p.m.	<input checked="" type="checkbox"/>	Ann Riley

### Security Safety Drills

Fire Prevention Code (Excerpt) Act 207 of 1941  
29.19. amended this section effective July 14, 2014

*Section 19(5),(6) A minimum of 3 drills in which occupants are restricted to the interior of the building and the building is secured. At least 1 conducted by December 1 and at least 1 conducted after January 1 with reasonable spacing between. At least 1 shall include security measures appropriate to an emergency such as the release of materials or the potential of a dangerous individual on or near the premises.*

Drill	Date	Time	Posted (within 30 days after completion)	Signature of Principal/Drill Designee
1	11-3-16	10:00a.m.	<input checked="" type="checkbox"/>	Patricia Weisinger
2	1-18-17	3:00p.m.	<input checked="" type="checkbox"/>	Patricia Weisinger
3	5-3-17	10:30a.m.	<input checked="" type="checkbox"/>	Ann Riley

If a scheduled drill is not conducted due to conditions beyond control, follow these steps: 1) Conduct the drill within 10 school days of the canceled drill; 2) Chief Administrator of the building notifies the County Emergency Manager and Central Office.

Please note, at least 1 of the drills conducted shall occur during a lunch or recess period, or at another time when a significant number of students are gathered, but not in the classroom.

# School Emergency Drills Documentation Form

- | <u>Type of Drill</u>  | <u>Time of Drill</u>               |
|---|------------------------------------|
| <input type="checkbox"/> Fire Drill (6 required)                          | <input type="radio"/> Standard     |
| <input type="checkbox"/> Tornado Drill (2 required)                       | <input type="radio"/> Class Change |
| <input type="checkbox"/> Lock Down/Shelter in Place Drill<br>(2 required) | <input type="radio"/> Recess       |
|   | <input type="radio"/> Other Events |

Name of Reporting School: 0' ]&tx{MbOit Jt\b Q}, Cfurtil& Whl.

Date of Drill: <-t-8f)- ■ Time drill was held: 10:0J (pm€]5>

Exact time required to **evacuate/shelter/secure**: -----

Total Participants: :-J,]b-J'

Remarks: /.} :hhtt:1A O

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This report is for emergency drill # !j for school year Jb -1'.

Name of person conducting drill: Emily Ripky

Title of person conducting drill: Program Coordinator

Signature of person conducting drill: Emily Ripky

- Drill Was Coordinated With:
- Emergency Management Coordinator  
Name & **Title** -----
  - AND**
  - Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_
  - OR**
  - Fire (fire chief or designee)  
Name & **Title** -----

# School Emergency Drills Documentation Form

**Type of Drill**

- Fire Drill (6 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (2 required)

**Time of Drill**

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: W. J. & R. M. D. 11 (a)(t)l

Date of Drill: 03-10 Time drill was held: 9:30 (pm/

Exact time required to evacuate/shelter/secure: -----

Total Participants: 133

Remarks: W. J. & R. M. D. 11 (a)(t)l

This report is for emergency drill # 3 for school year 2016-17.

Name of person conducting drill: Emily Riley

Title of person conducting drill: Program Coordinator

Signature of person conducting drill: Emily Riley

Drill Was Coordinated With:

Emergency Management Coordinator  
Name & Title -----

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title -----

**OR**

Fire (fire chief or designee)  
Name & Title -----