



Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Hawthorne Adult Ed</u> School Year: <u>2015/16</u> Date of Drill: <u>September 23, 2015</u> Time of Day: <u>9:30</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<u>DRILL TYPE</u> <input type="checkbox"/> FIRE <input type="checkbox"/> TORNADO <input checked="" type="checkbox"/> LOCKDOWN <input type="checkbox"/> BUS EVACUATION	<u>NUMBER</u> _____ OF 5 _____ OF 2 _____ OF 3 _____ OF 3 Total Participants: <u>35</u>
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Time Required to Evacuate/Shelter/Secure (minutes): 1:00

Remarks: _____

Improvements Needed for Next Drill: Signage

Name of Person Conducting Drill: J. Herbart

Title of Person Conducting Drill: Admin. Asst.

Signature of Person Conducting Drill: 

Drill Coordinated With:

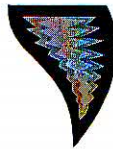
Emergency Management Coordinator

Sgt. Brendon Brosnan (586) 574-4853 bbrosnan@warrenpd.org

OR

Police OR Fire: Name/Title: _____

- State of Michigan law requires a minimum of 5 fire drills, 2 tornado drills and 3 lockdown drills.
- Three of the fire drills are to be held in the fall and two during the remainder of the year.
- One tornado drill must be held during the month of March
- One lockdown drill by December 1; and at least one after January 1
- One drill during lunch, recess or other
- Teachers are reminded to remove attendance books when vacating building.
- When each Safety Drill is finished, send completed forms to Joann Anderson - Pupil Accounting, Jamie Stottlemeyer – Facilities and Transportation and Jackie Miracle - Educational Service Center, within five days of completing drill. Maintain a copy for your records.



Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Adult Ed</u> School Year: <u>2015/16</u> Date of Drill: <u>September 28, 2015</u> Time of Day: <u>10:00</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<u>DRILL TYPE</u> <input type="checkbox"/> FIRE <input checked="" type="checkbox"/> TORNADO <input type="checkbox"/> LOCKDOWN <input type="checkbox"/> BUS EVACUATION	<u>NUMBER</u> _____ OF 5 _____ OF 2 _____ OF 3 _____
		Total Participants: <u>41</u>

Time Required to Evacuate/Shelter/Secure (minutes): 3

Remarks: _____

Improvements Needed for Next Drill: Visiting students (POHI) have clarification

Name of Person Conducting Drill: Kristen Allen

Title of Person Conducting Drill: Director, Adult ED

Signature of Person Conducting Drill: *K. Allen*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan (586) 574-4853 bbrosnan@warrenpd.org

OR

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- State of Michigan law requires a minimum of 5 fire drills, 2 tornado drills and 3 lockdown drills.
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Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Adult Ed</u> School Year: <u>2015/16</u> Date of Drill: <u>10/14/2015</u> Time of Day: <u>2:30</u> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	<u>DRILL TYPE</u> <input checked="" type="checkbox"/> FIRE <input type="checkbox"/> TORNADO <input type="checkbox"/> LOCKDOWN <input type="checkbox"/> BUS EVACUATION	<u>NUMBER</u> _____ OF 5 _____ OF 2 _____ OF 3 _____
Total Participants: _____		_____

Time Required to Evacuate/Shelter/Secure (minutes): 1:00

Remarks: _____

Improvements Needed for Next Drill: _____

Name of Person Conducting Drill: Stacey Santamaria

Title of Person Conducting Drill: Day Care Supervisor

Signature of Person Conducting Drill: *Stacey Santamaria*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan (586) 574-4853 bbrosnan@warrenpd.org

OR

Police OR Fire: Name/Title: _____

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	<u>DRILL TYPE</u>	<u>NUMBER</u>
Building/Bus: <u>Adult Ed</u>	<input checked="" type="checkbox"/> FIRE	<u> </u> OF 5
School Year: <u>2015/16</u>	<input type="checkbox"/> TORNADO	<u> </u> OF 2
	<input type="checkbox"/> LOCKDOWN	<u> </u> OF 3
	<input type="checkbox"/> BUS EVACUATION	
Date of Drill: <u>11/4/2015</u>		
Time of Day: <u>9:30</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	Total Participants:	<u>53</u>

Time Required to Evacuate/Shelter/Secure (minutes): 1:00

Remarks: Building evacuation guidelines brought to attention by Matt Dishman.

Improvements Needed for Next Drill: Staff to evacuate students in direction of field not next to building

Name of Person Conducting Drill: Stacey Santamaria

Title of Person Conducting Drill: Day Care Supervisor

Signature of Person Conducting Drill: *Stacey Santamaria*

Drill Coordinated With:
 Emergency Management Coordinator

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OR

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Warren Woods Public Schools SAFETY DRILLS

	<u>DRILL TYPE</u>	<u>NUMBER</u>
Building/Bus: <u>Adult Ed</u>	<input type="checkbox"/> FIRE	_____ OF 5
School Year: <u>2015/16</u>	<input type="checkbox"/> TORNADO	_____ OF 2
Date of Drill: <u>11/17/2015</u>	<input checked="" type="checkbox"/> LOCKDOWN	_____ OF 3
Time of Day: <u>2:30</u> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	<input type="checkbox"/> BUS EVACUATION	
Total Participants:		_____ 54

Time Required to Evacuate/Shelter/Secure (minutes): 30 seconds

Remarks: _____

Improvements Needed for Next Drill: _____

Name of Person Conducting Drill: Stacey Santamaria

Title of Person Conducting Drill: Day Care Supervisor

Signature of Person Conducting Drill: *Stacey Santamaria*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan (586) 574-4853 bbrosnan@warrenpd.org

OR

Police OR Fire: Name/Title: _____

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Warren Woods Public Schools SAFETY DRILLS

	<u>DRILL TYPE</u>	<u>NUMBER</u>
Building/Bus: <u>Adult Ed</u>	<input type="checkbox"/> FIRE	_____ OF 5
School Year <u>2015/16</u>	<input checked="" type="checkbox"/> TORNADO	_____ OF 2
Date of Drill: <u>04/13/2016</u>	<input type="checkbox"/> LOCKDOWN	_____ OF 3
	<input type="checkbox"/> BUS EVACUATION	
Time of Day <u>1:30</u> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	Total Participants:	<u>55</u>

Time Required to Evacuate/Shelter/Secure (minutes): 2 minutes

Remarks: _____

Improvements Needed for Next Drill: talking / noise

Name of Person Conducting Drill: Kristen Allen

Title of Person Conducting Drill: Director, Adult Ed

Signature of Person Conducting Drill: *K Allen*

Drill Coordinated With:

Emergency Management Coordinator

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OR

Police OR Fire: Name/Title: _____

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Building/Bus: <u>Adult Ed</u>	<input checked="" type="checkbox"/> FIRE	_____ OF 5
School Year: <u>2015/16</u>	<input type="checkbox"/> TORNADO	_____ OF 2
Date of Drill: <u>04/15/2016</u>	<input type="checkbox"/> LOCKDOWN	_____ OF 3
Time of Day: <u>10:00</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> BUS EVACUATION	
	Total Participants:	_____ 6

Time Required to Evacuate/Shelter/Secure (minutes): 2 minutes

Remarks: _____

Improvements Needed for Next Drill: _____

Name of Person Conducting Drill: Kristen Allen

Title of Person Conducting Drill: Director, Adult Ed

Signature of Person Conducting Drill: *K Allen*

Drill Coordinated With:

Emergency Management Coordinator

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Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Adult Ed</u> School Year: <u>2015/16</u> Date of Drill: <u>04/21/2016</u> Time of Day: <u>11:30</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<u>DRILL TYPE</u> <input type="checkbox"/> FIRE <input type="checkbox"/> TORNADO <input checked="" type="checkbox"/> LOCKDOWN <input type="checkbox"/> BUS EVACUATION	<u>NUMBER</u> _____ OF 5 _____ OF 2 _____ OF 3 _____ OF 3 Total Participants: <u>19</u>
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Time Required to Evacuate/Shelter/Secure (minutes): 2 minutes

Remarks: _____

Improvements Needed for Next Drill: instructions for students in hallway

Name of Person Conducting Drill: Kristen Allen

Title of Person Conducting Drill: Director, Adult Ed

Signature of Person Conducting Drill: *K Allen*

Drill Coordinated With:

Emergency Management Coordinator

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Building/Bus: <u>Adult Ed</u>	<input checked="" type="checkbox"/> FIRE	_____ OF 5
School Year <u>2015/16</u>	<input type="checkbox"/> TORNADO	_____ OF 2
Date of Drill: <u>05/19/2016</u>	<input type="checkbox"/> LOCKDOWN	_____ OF 3
Time of Day <u>02:30</u> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	<input type="checkbox"/> BUS EVACUATION	
Total Participants: _____		54

Time Required to Evacuate/Shelter/Secure (minutes): 2 minutes

Remarks: _____

Improvements Needed for Next Drill: Improvement of students use of electronic devices during drill.

Name of Person Conducting Drill: Kristen Allen

Title of Person Conducting Drill: Director, Adult Ed

Signature of Person Conducting Drill: *K Allen*

Drill Coordinated With:

Emergency Management Coordinator

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