

School Drill Documentation Form

| Type of Drill | Number/Schedule |
|---|--|
| Fire | Five drills – Three must be completed by December 1 |
| Tornado | Two drills – One must be completed in March |
| Safety/Security | Three drills – One 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: Belding High School

Principal: Michael Ostrander

Date of drill: 08/23/2022 Number of students: ~ 500 Number of staff: ~ 45

Time initiated: 8:40 (a.m.) Time concluded: 8:44 (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: Be sure to clear all fire lanes
move w/ a purpose!

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: Michael Ostrander

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 08/23/22

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: _____

*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.*