

# Fire/Tornado/Safety Drill Completion Documentation

Building Name: Whitmore Lake Elementary School

School Year: 2022-2023

Date: 10/3/2022 Time: 11AM

Type: X Fire    Tornado    Safety (Lockdown)


Location:

X Classroom X Recess X Other - Specials and Lunch

Number of Completed Drills: **3** Fire            **1** Tornado            **1** Safety

Name of Person in Charge of the Drill: Heidi Roy-Borland

Signature acknowledging completion:



A handwritten signature in cursive script, reading "Heidi Roy-Borland", is written over a horizontal line.

## Fire Drills

- 5 per year
- 3 before 12/1
- 2 for the remainder of the year

## Safety Drills

- 3 per year
- 1 before 12/1
- 1 after 1/1
- Seek input from local Public Safety Officials

## Tornado Drills

- 2 per year
- 1 during the month of March

## Other Requirements

- 1 Drill During Lunch, Recess, or when not in classrooms
- Drill schedule to Emergency Management Coordinator by 9/15
- Drill can be cancelled for storms, fire, epidemics, utility outages/failures
- Cancelled drill must be rescheduled within 10 days
- Documentation of a drill must be on the website within 30 Days

# Fire/Tornado/Safety Drill Completion Documentation

Building Name: **Whitmore Lake Elementary School**

School Year: **2022-2023**

Date: **9/28/2022** Time: **10:30AM**

Type:   Fire   Tornado **X**Safety (Lockdown)

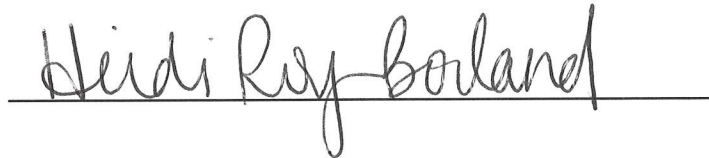
Location:

**X** Classroom **X** Recess **X** Other - Specials

Number of Completed Drills: **2** Fire            **1** Tornado            **1** Safety

Name of Person in Charge of the Drill: **Heidi Roy-Borland**

Signature acknowledging completion:

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