MICHIGAN STATE POLICE Grants and Community Services Division Office of School Safety

Submit	by Email

Print Form

School Drill Documentation Form

Type of Drill	Number/Schedule						
Fire 🗵	Five drills – Three must be	completed by De	cember 1	CONTRACTOR OF THE PROPERTY OF			
Tornado 🔲	☐ Two drills – One must be completed in March						
Safety/Security							
	One drill shall include security measures that are appropriate to an emergency, such as the						
	release of a hazardou						
		security measures	of a potentially of	dangerous individual on o	r near the		
	school premises.	destrict a series of the			7600 3.00		
Note - At least o	 Seek input from the annumber of the drills must be con 	dusted during a lu	e school and loca	al public safety on the nat	ure of the drill.		
are gathered but	t not in classrooms.	ducted during a lu	nch or recess per	lod, or at another time w	nen students		
are gatherea ba	. Hot III classi collis.		_				
School: Pinewo	od Elementary		1				
	- Des II			-			
Principal:	er Brodi						
	5/2023			Г			
Date of drill:	7/2023	$oldsymbol{ol}}}}}}}}} $ Number of stude of st	ents: 332	Number of staff:	25		
F	10:46 am			10.40.02.000			
Time initiated: <u>L</u>	10.40 dill	_ (a.m./p.m.) Tii	me concluded:	10:49.02 am	(a.m./p.m.)		
· · · · · · · · · · · · · · · · · · ·			CAT OF THE ENGINEERS OF	AND			
	t of the Drill (Check the appr		AFINE ELECTION				
☐ Before school ☐ Lunch time		ne 📙	Passing time	Recess			
Lunch time	☐ Assembly		After school	Other:			
Remarks:							
This repor	t is for:	Fire drill nu	mber 1 2 3	4 5 for the 2023/20	24 school year		
(circle number nex	t to applicable drill)						
		Torr	nado drill numbe	r 1 2 for the 2023/20	24 school year		
		Safety/Security	drill number 1	2 3 for the 2023/20	24 school waar		
					24 SCHOOL YEAR		
Name of person c	onducting drill:	rodi					
Title of person cor							
riue of person cor	iducting drill:	W// a	1 .				
	$\Box \Omega$	1100	1//		21./22		
Signature or perso	on conducting drill: $\bot \underline{\checkmark}$	X / YC	M	Date: <u>4/</u>	rejas		
ora con a	# 100 100 100 100 100 100 100 100 100 10	0		1	/		
If the drill was coo	ordinated with agencies suc	h as law enforcem	ent, fire departm	ent, or emergency manag	gement, list the		
agency, official's r	ame, and title.						
Agency:		Name:		Title:			
Agency:		Name:					
		ivallie:		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.