



Warren Woods Public Schools SAFETY DRILLS

	<u>DRILL TYPE</u>	<u>NUMBER</u>
Building/Bus: <u>Enterprise</u>	<input type="checkbox"/> FIRE	OF 5
School Year: <u>2016/17</u>	<input type="checkbox"/> TORNADO	OF 2
	<input checked="" type="checkbox"/> LOCKDOWN	<u>1</u> OF 3
	<input type="checkbox"/> BUS EVACUATION	
Date of Drill: <u>September 14, 2016</u>		
Time of Day: <u>10:30</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	Total Participants:	<u>82</u>

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

Remarks: Students were in appropriate areas immediately.

Improvements Needed for Next Drill: I need to ensure that I release students and staff via the intercom along with walking to each classroom. I need to ensure the bell is set to off in the future.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@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.



Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise</u> School Year: <u>2016/17</u> Date of Drill: <u>September 20, 2016</u> Time of Day: <u>8:00</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> <hr style="width: 50px; margin: 0 auto;"/> OF 5 <hr style="width: 50px; margin: 0 auto;"/> OF 2 <hr style="width: 50px; margin: 0 auto;"/> OF 3 Total Participants: <u>82</u>
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Time Required to Evacuate/Shelter/Secure (minutes): All students were in the hallway area seated and secure in roughly 20 seconds.

Remarks: This was a Phase I tornado drill. Students were instructed as to the protocol for a Phase II drill.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill:

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@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
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- One drill during lunch, recess or other
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Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise</u> School Year: <u>2016/17</u> Date of Drill: <u>October 3, 2016</u> Time of Day: <u>1:44</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> <u>2</u> OF 5 <u> </u> OF 2 <u> </u> OF 3 <u> </u> OF 3 Total Participants: <u>85</u>
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Time Required to Evacuate/Shelter/Secure (minutes): It took 25 seconds for students and staff to evacuate the building.

Remarks: All staff communicated with our radios. The drill was very good.

Improvements Needed for Next Drill: I was late with the alarm due to a parent phone call. The exact time of the drill was not 1:40pm as planned.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@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.



Warren Woods Public Schools SAFETY DRILLS

	<u>DRILL TYPE</u>	<u>NUMBER</u>
Building/Bus: <u>Enterprise High School</u>	<input checked="" type="checkbox"/> FIRE	<u>3</u> OF 5
School Year: <u>2016/17</u>	<input type="checkbox"/> TORNADO	<u> </u> OF 2
Date of Drill: <u>11/2/2016</u>	<input type="checkbox"/> LOCKDOWN	<u> </u> OF 3
	<input type="checkbox"/> BUS EVACUATION	
Time of Day: <u>10:45</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	Total Participants:	<u>85</u>

Time Required to Evacuate/Shelter/Secure (minutes): It took 20 seconds to evacuate the building.

Remarks: This drill went extremely well.

Improvements Needed for Next Drill: None

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@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, Matthew Dishman – 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

	<u>DRILL TYPE</u>	<u>NUMBER</u>
Building/Bus: <u>Enterprise</u>	<input type="checkbox"/> FIRE	_____ OF 5
School Year: <u>2016/17</u>	<input type="checkbox"/> TORNADO	_____ OF 2
	<input checked="" type="checkbox"/> LOCKDOWN	<u>2</u> OF 3
	<input type="checkbox"/> BUS EVACUATION	
Date of Drill: <u>11/17/2016</u>		
Time of Day: <u>12:40</u> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	Total Participants:	<u>80</u>

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

Less than 30 seconds

Remarks: This lockdown drill was good overall. Students were hidden in the appropriate areas in each classroom.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@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.



Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise</u> School Year: <u>2016/17</u> Date of Drill: <u>March 10, 2017</u> Time of Day: <u>9:00</u> <input checked="" type="checkbox"/> AM <input checked="" type="checkbox"/> PM	<table border="0"> <tr> <th colspan="2" style="text-align: left; border-bottom: 1px solid black;">DRILL TYPE</th> <th style="text-align: left; border-bottom: 1px solid black;">NUMBER</th> </tr> <tr> <td><input type="checkbox"/></td> <td>FIRE</td> <td><u> </u> OF 5</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>TORNADO</td> <td><u> 2 </u> OF 2</td> </tr> <tr> <td><input type="checkbox"/></td> <td>LOCKDOWN</td> <td><u> </u> OF 3</td> </tr> <tr> <td><input type="checkbox"/></td> <td>BUS EVACUATION</td> <td></td> </tr> </table>	DRILL TYPE		NUMBER	<input type="checkbox"/>	FIRE	<u> </u> OF 5	<input checked="" type="checkbox"/>	TORNADO	<u> 2 </u> OF 2	<input type="checkbox"/>	LOCKDOWN	<u> </u> OF 3	<input type="checkbox"/>	BUS EVACUATION		Total Participants: <u>Approximately 45</u>
DRILL TYPE		NUMBER															
<input type="checkbox"/>	FIRE	<u> </u> OF 5															
<input checked="" type="checkbox"/>	TORNADO	<u> 2 </u> OF 2															
<input type="checkbox"/>	LOCKDOWN	<u> </u> OF 3															
<input type="checkbox"/>	BUS EVACUATION																

Time Required to Evacuate/Shelter/Secure (minutes): The entire drill lasted for approximately two and a half minutes.

Remarks: Students moved quickly into the bathrooms after a Phase II warning was issued via the school radios. The drill went smoothly. Overall attendance was low on this day.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@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.



Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise</u> School Year: <u>2016/17</u> Date of Drill: <u>May 18, 2017</u> Time of Day: <u>2:00</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> <u>5</u> OF 5 <u> </u> OF 2 <u> </u> OF 3 Total Participants: <u>73</u>
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Time Required to Evacuate/Shelter/Secure (minutes): _____

It again took 20 seconds for all students and staff to evacuate the building. All teachers and staff were prepared.

Remarks: This drill went very well.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@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.



Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise High School</u> School Year: <u>2016/17</u> Date of Drill: <u>9/8/2016</u> Time of Day: <u>8:30</u> <input checked="" type="checkbox"/> AM <input 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> <u>1</u> OF 5 <u> </u> OF 2 <u> </u> OF 3 Total Participants: <u>80</u>
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Time Required to Evacuate/Shelter/Secure (minutes): It took roughly 20 seconds for students and staff to evacuate the building.

Remarks: This drill was very good.

Improvements Needed for Next Drill: None

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

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
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- 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, Matthew Dishman – 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>Enterprise</u> School Year: <u>2016/17</u> Date of Drill: <u>April 17, 2017</u> Time of Day: <u>12:45</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> <u>4</u> OF 5 <u> </u> OF 2 <u> </u> OF 3 <u> </u> OF 3 Total Participants: <u>80</u>
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Time Required to Evacuate/Shelter/Secure (minutes): It took 20 seconds to have everyone out of the building. All teachers were prepared.

Remarks: Mr. Hutsek observed this drill. It went extremely well.

Improvements Needed for Next Drill: None

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@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.
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- When each Safety Drill is finished, send completed forms to Joann Anderson - Pupil Accounting, Matthew Dishman – 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>Enterprise High School</u>	<u>DRILL TYPE</u>	<u>NUMBER</u>
School Year: <u>2016/17</u>	<input type="checkbox"/> FIRE	_____ OF 5
Date of Drill: <u>April 20, 2017</u>	<input type="checkbox"/> TORNADO	_____ OF 2
Time of Day: <u>11:25</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<input checked="" type="checkbox"/> LOCKDOWN	<u>3</u> OF 3
	<input type="checkbox"/> BUS EVACUATION	
	Total Participants:	<u>78</u>

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

Officer Gurecki observed as it took approximately 30 seconds as students evacuated the lunch room for the secured areas.

Overall, the lockdown went very well. Officer Gurecki observed each secured area. Doors were locked, students were quiet as we observed, and all staff had radios on silence. We did speak to two students about their phones during the drill. Officer Gurecki recommended that we do not use a bell for returning to the lunch room, and we escorted students back to lunch by room. All safety rooms have an egress door for exiting if necessary.

Improvements Needed for Next Drill: Ensure all students put phones away during the drill.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill:

George Hamblin

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@warrenpd.org

OR

Police

Officer Tom Gurecki - Warren

OR Fire: Name/Title: Police

- 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.



Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise</u> School Year: <u>2016/17</u> Date of Drill: <u>May 18, 2017</u> Time of Day: <u>2:00</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> <u>5</u> OF 5 <u> </u> OF 2 <u> </u> OF 3 <u> </u> OF 3 Total Participants: <u>73</u>
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Time Required to Evacuate/Shelter/Secure (minutes):

It again took 20 seconds for all students and staff to evacuate the building. All teachers and staff were prepared.

Remarks: This drill went very well.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Coordinator

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Kevin Borycz (586) 574-4853 kborycz@warrenpd.org

OR

Police

OR Fire: Name/Title: _____

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