



# Warren Woods Public Schools SAFETY DRILLS

	DRILL TYPE	NUMBER
Building/Bus: <u>Enterprise</u>	<input checked="" type="checkbox"/> FIRE	<u>1</u> OF 5
School Year: <u>2015/16</u>	<input type="checkbox"/> TORNADO	<u>      </u> OF 2
Date of Drill: <u>September 10 2015</u>	<input type="checkbox"/> LOCKDOWN	<u>      </u> OF 3
Time of Day: <u>8:30</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> BUS EVACUATION	
	Total Participants:	<u>111</u>

It took 20 seconds to have all students and staff out of the building. The overall drill was

Time Required to Evacuate/Shelter/Secure (minutes): completed in two minutes.

Remarks: This drill went smoothly. I was extremely pleased.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Principal

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan (586) 574-4853 [bbrosnan@warrenpd.org](mailto: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.



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Building/Bus: <u>Enterprise</u>	<input type="checkbox"/> FIRE	_____ OF 5
School Year: <u>2015/16</u>	<input type="checkbox"/> TORNADO	_____ OF 2
Date of Drill: <u>September 16 2015</u>	<input checked="" type="checkbox"/> LOCKDOWN	<u>1</u> OF 3
Time of Day: <u>10:30</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> BUS EVACUATION	
	Total Participants:	<u>106</u>

Time Required to Evacuate/Shelter/Secure (minutes): \_\_\_\_\_ seconds. Doors locked and rooms secured in ten

Remarks: We as a staff need to review procedures. Specifically, we need to define more clearly internal and external lockdowns. Also, we need to identify a secondary location for the future lockdown during lunch.

Improvements Needed for Next Drill: See above.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Principal

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan (586) 574-4853 [bbrosnan@warrenpd.org](mailto:bbrosnan@warrenpd.org)

OR

Police OR  Fire: Name/Title: Officer Gurecki reviewed/witnessed this lockdown drill.

- 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.



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Building/Bus: <u>Enterprise</u>	<input type="checkbox"/> FIRE	<u>          </u> OF 5
School Year: <u>2015/16</u>	<input checked="" type="checkbox"/> TORNADO	<u>1</u> OF 2
	<input type="checkbox"/> LOCKDOWN	<u>          </u> OF 3
	<input type="checkbox"/> BUS EVACUATION	
Date of Drill: <u>September 22, 2015</u>		
Time of Day: <u>8:00</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	Total Participants:	<u>108</u>

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

Remarks: All students were seated in the hallway. All students were informed that a Phase II drill would require students to enter the bathrooms.

Improvements Needed for Next Drill: This drill went smoothly.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Principal

Signature of Person Conducting Drill: 

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan (586) 574-4853 [bbrosnan@warrenpd.org](mailto:bbrosnan@warrenpd.org)

OR

Officer Gurecki  
reviewed/witnessed this lockdown

Police OR  Fire: Name/Title: drill.

- 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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# Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise High School</u> School Year: <u>2015/16</u> Date of Drill: <u>10/05/2015</u> Time of Day: <u>1:40</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 Total Participants: <u>100</u>
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It took approximately 20 seconds to exit the

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

Remarks: This drill went very well.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Principal

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan    (586) 574-4853    [bbrosnan@warrenpd.org](mailto:bbrosnan@warrenpd.org)

OR

Police    OR     Fire: Name/Title: \_\_\_\_\_

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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

	<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>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>10:45</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	Total Participants:	<u>100</u>

It took approximately 20 seconds to exit the

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

Remarks: This drill went very well. All staff had a radio monitor.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Principal

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan    (586) 574-4853    [bbrosnan@warrenpd.org](mailto: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.
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# Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise High School</u> School Year: <u>2015/16</u> Date of Drill: <u>11/10/2015</u> Time of Day: <u>12:40</u> <input type="checkbox"/> AM <input checked="" 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 <u>2</u> OF 3 _____
		Total Participants: <u>100</u>

It took approximately 20 seconds to get all students in secure areas. We had an issue

Time Required to Evacuate/Shelter/Secure (minutes): with the PA system during the announcement.

Remarks: Most students were in secure locations. However, we had a problem with our radios/we were picking up signals from other sources.

Improvements Needed for Next Drill: I need to improve the communication method with staff.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Principal

Signature of Person Conducting Drill: *George Hamblin*

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan    (586) 574-4853    [bbrosnan@warrenpd.org](mailto: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.
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# Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise High School</u> School Year: <u>2015/16</u> Date of Drill: <u>3/11/16</u> Time of Day: <u>9:00</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	<table border="0"> <tr> <th 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"/> FIRE</td> <td><u>          </u> OF 5</td> </tr> <tr> <td><input checked="" type="checkbox"/> TORNADO</td> <td><u>    2    </u> OF 2</td> </tr> <tr> <td><input type="checkbox"/> LOCKDOWN</td> <td><u>          </u> OF 3</td> </tr> <tr> <td><input type="checkbox"/> 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>          100          </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												

It took approximately 30 seconds to get all students in secure hallway areas. Since this tornado drill was a Phase II drill, students were required to go to the bathrooms with the

Time Required to Evacuate/Shelter/Secure (minutes): doors shut.

Remarks: Overall, I was pleased with this drill. Students responded well moving to the adjacent bathrooms.

Improvements Needed for Next Drill: None.

Name of Person Conducting Drill: George Hamblin

Title of Person Conducting Drill: Principal

Signature of Person Conducting Drill: 

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan    (586) 574-4853    [bbrosnan@warrenpd.org](mailto: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.
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	<u>DRILL TYPE</u>	<u>NUMBER</u>
Building/Bus: <u>Enterprise High School</u>	<input checked="" type="checkbox"/> FIRE	<u>4</u> OF 5
School Year: <u>2015/16</u>	<input type="checkbox"/> TORNADO	<u>        </u> OF 2
Date of Drill: <u>4/18/2016</u>	<input type="checkbox"/> LOCKDOWN	<u>        </u> OF 3
Time of Day: <u>12:45</u> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	<input type="checkbox"/> BUS EVACUATION	
Total Participants:		<u>94</u>

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

Remarks: All staff was prepared, and 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: 

Drill Coordinated With:

Emergency Management Coordinator

Sgt. Brendon Brosnan (586) 574-4853 [bbrosnan@warrenpd.org](mailto: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.
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# Warren Woods Public Schools SAFETY DRILLS

Building/Bus: <u>Enterprise High School</u> School Year: <u>2015/16</u> Date of Drill: <u>April 21, 2016</u> Time of Day: <u>11:15</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> _____ OF 5 _____ OF 2 <u>3</u> OF 3 _____ Total Participants: <u>94</u>
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Officer Gurecki timed the evacuation from the lunch room to secure areas. The lunch

Time Required to Evacuate/Shelter/Secure (minutes): evacuation took 40 seconds to complete.

Officer Gurecki was pleased with this drill overall. Students and staff were all in secure areas, all doors were locked, and all rooms except one were perfectly quiet. Officer Gurecki commented that this drill was precise and that students and staff were very

Remarks: efficient and organized.

Officer Gurecki reminded me that no one is to leave the area until someone unlocks the door. Also, Officer Gurecki reminded me that is important that we do not use a radio even though all staff had radios present. We did not communicate during this drill using a radio.

Improvements Needed for Next 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. Brendon Brosnan (586) 574-4853 [bbrosnan@warrenpd.org](mailto:bbrosnan@warrenpd.org)

OR

Officer Tom Gurecki - Warren

Police 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.

