School Drill Documentation Form

Type of Drill	Number/Schedule
Fire	Five – Three drills must be completed by December 1
Tornado	Two – One drill must be completed in March
Safety/Security	Three – One drill must be completed prior to December 1 and one after January 1
	• 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: __Bloomingdale Middle and High School__

Principal: __Brandon Lukes__

Date of drill: __05/15/2023__ Number of students: _____ Number of staff: _____

Time initiated: __1345hrs__ (a.m./**p.m.**) Time concluded: __1351hrs__ (a.m./**p.m.**)

Situation at Start of the Drill (Check the appropriate box)			
☐ Before school	☒ During class time	☐ Passing time	☐ Recess
☐ Lunch time	☐ Assembly	☐ After school	☐ Other:

Remarks: _____

This report is for:
(circle number next to applicable drill)

Fire drill number 1 2 3 **(4)** 5 for the 2021/2022 school year

Tornado drill number **1** **2** for the 2021/2022 school year

Safety/Security drill number **1** **2** **3** for the 2021/2022 school year

Name of person conducting drill: __Scott Pfeiffer__

Title of person conducting drill: __Assistant Principal__

Signature or person conducting drill: _____ Date: __05/15/2023__

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: __Van Buren County Sheriff's Office__ Name: __Ryan Metz__ Title: __School Resource Off__

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.