

Mason County School Emergency Drills Documentation Form

Reporting School:	West Shore ESD
School Year:	April 23, 2021
Drill # for The School Year: <small>1/3 Hard Lockdown (Example: #3/5 Fire; 1/2 Tornado; 1/3 Lockdown)</small>	3/3 Lockdown

Type of Drill:

<input type="checkbox"/>	Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
<input type="checkbox"/>	Tornado Safety Drills (2 required in the school year; 1 in March)
<input checked="" type="checkbox"/>	Lock Down/Shelter-In-Place (3 required; 1 before December & 1 after January)
<input type="checkbox"/>	School Bus Emergency Evacuation Drill (3 required; Forward, rear, and both)

Time of Drill:

At least one drill is required to not be during class time.

<input checked="" type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes
<input type="checkbox"/>	Recess or lunch time
<input type="checkbox"/>	Other time when a significant number of the students are gathered but not in the classroom

Date & Time of Drill:	4-23-2021	1pm
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Time required to evacuate/shelter/secure all personnel: <small>(i.e. Last person to check or leave building)</small>	14 minutes
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Total Number of Participants:	+50
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Enhancements Made To Drill: <small>Fire exit blocked, Scenario given, Missing Student, etc.</small>	Followed MDE In-Person Instruction and COVID-19 guidelines
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Drill Remarks or Observations:

Teachers, staff and children maintained social distancing while securing safety in classrooms and delegated safe locations. Clear instruction was provided to the children to shelter in place.

Multiple staff was not aware of the lockdown and was rapidly moving to safe location as we walked throughout the hallway. Announcement was delayed and we could hear the announcement over intercom. Tech support was given and corrected the issue.

Name of School Principal (or designee):	Mike Jeruzal
Signature of School Principal:	
Name & Title of Person Conducting Drill: <small>If drill conducted by someone other than principal</small>	Todd Hamilton Behavior Management/Safety Coordinator

Public Safety Agency Present For Drill **Name & Title**

Emergency Management Coordinator:	
Law Enforcement Agency:	
Fire Department:	