



SAFETY DRILLS – COLUMBIA SCHOOL DISTRICT

Name of School Building: Columbia Elem. School School Year 2018-2019

Date	Start Time	End Time	Elapsed Time	Type of Drill	Signature/Comments
8/30/18	8:43 am	8:45 am	1:40	Fire	[Signature]
9/17/18	1:05 pm	1:09 pm	4:00	Tornado	[Signature]
9/20/18	9:58 am	10:00 am	2:00	Fire	[Signature]
9/26/18	9:31 am	9:50 a.m.	19 min	Lock Down- Evac.	[Signature]
10/18/18	1:31 pm	1:33 pm	2:00	Fire	[Signature]
11/2/18	1:16 pm.	1:21 pm	5:00	Lock Down	[Signature]
3/15/19	8:31 am	8:33 am	2:00	Tornado	[Signature]
3/27/19	1:02 p.m.	1:04 p.m.	2:00	Tornado	[Signature]

Please note: The State of Michigan requires 5 fire drills, 2 tornado drills and 3 lockdown drills each school year. Please maintain a copy of the completed form at the school site and submit a completed form by June 1st to the Superintendent's Office.

Mission Statement

The Columbia School District, in partnership with the community, will provide a safe and positive learning environment, which will prepare All students to contribute and compete in a global society.

Received in Administration: _____

SCHOOL EMERGENCY DRILLS

Documentation Form

Type of Drill

- Fire Drill (5 required)
 Tornado Drill (2 required)
 Lock Down/Shelter in Place Drill
(3 required)

Time of Drill

- Standard
 Class Change
 Recess
 Other Events

Name of Reporting School Columbia Elementary

Date of Drill 3-27-19

Time drill was held 1:02 a.m./(p.m.)

Exact time required to evacuate/shelter/secure _____

Total Participants 400

Remarks _____

This report is for emergency drill # B for school year 2018-2019

Name of person conducting drill Trudy Wright

Title of person conducting drill Principal

Signature of person conducting drill Trudy Wright

Drill was coordinated with:

____ Emergency Management Coordinator
Name and Title _____

AND

____ Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

____ Fire (fire chief or designee)
Name & Title _____