

**Mona Shores Public Schools
School Emergency Drills Documentation Form**

School Year: 2019 -2020

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|--------------------------------------|---|
| Building: Lincoln Park Elementary | Name of Person Coordinating Drill: Shari Ralston |
| Date of Drill: 9/20/19 | Title of Person Coordinating Drill: Principal |

| TYPE & TIME OF DRILL | | | | | |
|--|---------------|----------|--------------|--------------|------------|
| Type of Drill | Time of Drill | Standard | Class Change | Lunch/Recess | Other Time |
| Fire Drill <u>Minimum of 5 required:</u> At least 3 by December 1 At least 2 after December 1 | | | | | |
| Tornado Drill <u>Minimum of 2 required</u> | 11:00 AM | | | | |
| Lock Down/Shelter in Place Drill ** <u>Minimum of 2 required</u> At least 1 by December 1 At least 1 after January 1 | | | | | |
| AED/Cardiac Emergency Response | | | | | |

At least 1 of the above performed drills is required to occur during a lunch or recess period or at another time when a significant number of the students are gathered but not in the classroom. Schools shall not conduct a drill at a time that would interfere with the conducting of a state mandated assessment.

*** A lockdown/shelter in place drill shall include security measures that are appropriate to an emergency such as the release of a hazardous material or the presence of a potentially dangerous individual on or near the premises.*

| DRILL DETAIL | |
|--|--|
| Exact time required to evacuate/shelter/secure 2 minute 2 seconds | |
| Total # of participants 455 | |
| | |

DRILL COORDINATION

Shari Ralston
(Signature of person coordinating drill)

9/23/19
Date

This report documenting a completed school safety drill shall be posted on the building website within 30 school days after the drill is completed and maintained on the website for at least 3 years.