

Safety Drill Documentation
2015-2016 School Year

District: Swartz Creek Community Schools

Building: Elms Road Elementary

Principal/Administrator: Jim Kitchen

FIRE:

- Drill #1 of 5 (by Dec. 1) Date: 9/18/15 Time: 2:45 Conducted by: Jim Kitchen JK
Check, if applicable: Recess Lunch Outside of classroom
- Drill #2 of 5 (by Dec. 1) Date: 10/23/15 Time: 11:30 Conducted by: Jim Kitchen JK
Check, if applicable: Recess Lunch Outside of classroom
- Drill #3 of 5 (by Dec. 1) Date: 11/2/15 Time: 2:30 Conducted by: Jim Kitchen JK
Check, if applicable: Recess Lunch Outside of classroom
- Drill #4 of 5 (after Dec. 1) Date: 4/20/16 Time: 12:30 Conducted by: Ken Samansky JK
Check, if applicable: Recess Lunch Outside of classroom
- Drill #5 of 5 (after Dec. 1) Date: 5/23/16 Time: 1:45 Conducted by: JK Jim Kitchen
Check, if applicable: Recess Lunch Outside of classroom
- Extra Drill Date: Time: Conducted by:
Check, if applicable: Recess Lunch Outside of classroom
- Extra Drill Date: Time: Conducted by:
Check, if applicable: Recess Lunch Outside of classroom
- Extra Drill Date: Time: Conducted by:
Check, if applicable: Recess Lunch Outside of classroom

TORNADO:

- Drill #1 of 2 (at any time) Date: 10/1/15 Time: 11:30 Conducted by: Jim Kitchen JK
Check, if applicable: Recess Lunch Outside of classroom
- Drill #2 of 2 (In March) Date: 4/13/16 Time: 1:30 Conducted by: Jim Kitchen JK
Check, if applicable: Recess Lunch Outside of classroom
- Extra Drill Date: Time: Conducted by:
Check, if applicable: Recess Lunch Outside of classroom

LOCK DOWN OR SHELTER IN PLACE:

- Drill #1 of 3 (by Dec. 1) Date: 10/7/15 Time: 2:00 Conducted by: Ken Samansky JK
Check, if applicable: Recess Lunch Outside of classroom
- Drill #2 of 3 (after Jan. 1) Date: 3/16/16 Time: 1:50 Conducted by: Ken Samansky JK
Check, if applicable: Recess Lunch Outside of classroom
- Drill #3 of 3 (at any time) Date: 3/10/16 Time: 3:30 Conducted by: Kara McGinley JK
Check, if applicable: Recess Lunch Outside of classroom
Dismissal Time
- Extra Drill Date: Time: Conducted by:
Check, if applicable: Recess Lunch Outside of classroom

Principal or designee signature: [Signature]
I verify that the listed drills were conducted on the noted dates and times.

