

# Documenting School Safety Drill Requirements

Public Act 12 of 2014, Effective July 1, 2014

Name of school: Bad Axe Elementary School

School Year: 2018-2019

Person Responsible for conducting the drills: Sharon Brighton, Principal

Principal MUST **sign at the completion of each drill** to confirm completion. Update and post on school website within 30 school days of completing each drill. Do not post future drill dates. Maintain on website for at least three years. One of the drills MUST occur during lunch, recess, or another time when a significant number of students are gathered but not in a classroom. None may occur during mandated state testing.

## Fire Drills

Must have a reasonable interval between each drill.

- #1, date: 9/5 time: 1:00 PM (Held by December 1). Principal confirmation: Sharon Brighton
- #2, date: 9/28 time: 2:30 PM (Held by December 1). Principal confirmation: SB
- #3, date: 10/17 time: 8:35 AM (Held by December 1). Principal confirmation: SB
- #4, date: 3/20 time: 2:10 (Held after December 1). Principal confirmation: SB
- #5, date: 4/24 time: 9:10 (Held after December 1). Principal confirmation: SB
- \*Unscheduled accidental drill 9/17/@ 10:45 during kindergarten Lunch. SB

## Tornado Drills

At least one tornado drill must be held in March.

- #1, date: 9/24 time: 2:30 PM Principal confirmation: Sharon Brighton
- #2, date: 3/13/19 time: 12:50 PM Principal confirmation: SB

## Lockdown Drills

Include security measures appropriate to an emergency such as the release of hazardous material or the presence of a potentially dangerous individual on or near the premises during which occupants are restricted to the interior of the secured building. At least one drill MUST occur by December 1 and at least one drill MUST occur after January 1. Ensure reasonable interval between drills.

- #1, date: 9/26 time: 8:15 AM Type of Drill: Shelter in Place Principal confirmation: Sharon Brighton
- #2, date: 11/13 time: 12:15 PM Type of Drill: Lock Down Principal confirmation: SB
- #3, date: 01/19 time: 1:15 PM Type of Drill: Shelter in Place/Medical Emergency Principal confirmation: SB
- Sought input from local public safety officials. Superintendent Signature: [Signature]

## Cardiac Emergency Response

A written plan for cardiac emergency response is available and includes: (check off to confirm)

- Use and maintenance of automated external defibrillators, if available
- Activation of a cardiac emergency response team during an identified cardiac emergency
- A plan for effective and efficient communication throughout the school campus
- A training plan for the use of an automated external defibrillator and CPR techniques (for schools that serve grades 9-12)
- Incorporation and integration of the local emergency response system and emergency response agencies with the school's plan
- X\_\_ An annual review and evaluation of the cardiac emergency response plan 01/22/2019