

Documenting School Safety Drill Requirements

Public Act 12 of 2014, Effective July 1, 2014

Name of School: LAKER ELEMENTARY School Year: 2018-2019

Person Responsible for conducting the drills: KATHY DICKENS

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. 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: <u>9/26/18</u> | Time: <u>10:35am</u> | (Held by December 1) | Principal confirmation: <u>KD</u> |
| #2, date: <u>10/24/2018</u> | Time: <u>10:28am</u> | (Held by December 1) | Principal confirmation: <u>KD</u> |
| #3, date: <u>11/12/2018</u> | Time: <u>1:29 pm</u> | (Held by December 1) | Principal confirmation: <u>KD</u> |
| #4, date: <u>4/18/2019</u> | Time: <u>9:30 am</u> | (Held after January 1) | Principal confirmation: <u>KD</u> |
| #5, date: _____ | Time: _____ | (Held after January 1) | Principal confirmation: _____ |

Tornado Drills

At least one tornado drill must be held in March.

| | | |
|-------------------------|----------------------|-----------------------------------|
| #1, date: <u>3/8/19</u> | Time: <u>9:35 am</u> | Principal confirmation: <u>KD</u> |
| #2, date: <u>4/4/19</u> | Time: <u>1:08 pm</u> | Principal confirmation: <u>KD</u> |

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: <u>10/10/18</u> | Time: <u>1:30 pm</u> | Type of Drill: <u>Dangerous Individual</u> | Principal confirmation: <u>KD</u> |
| #2, date: <u>2/26/19</u> | Time: <u>1:35 pm</u> | Type of Drill: <u>Dangerous Individual</u> | Principal confirmation: <u>KD</u> |
| #3, date: _____ | Time: _____ | Type of Drill: _____ | Principal confirmation: _____ |

Sought input from local public safety officials. Superintendent 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
- _____ An annual review and evaluation of the cardiac emergency response plan _____ (date completed)