



# EMERGENCY DRILL REPORTING FORM

Usage of this form will ensure that each school is in compliance with the school safety legislation, Public Act 12 of 2014. Completed forms should be sent directly to Sue Parker at [susan.parker@uticak12.org](mailto:susan.parker@uticak12.org) by September 6, 2019

**SCHOOL:**

## Scheduling of Drills

**\*PLEASE NOTE\*** Once you have submitted the school's drill schedule, you **MUST** complete the drill on the date and time you have committed to. Public Act 12 of 2014 only allows for a drill date to be changed when a scheduled drill could not occur due to conditions not within the control of school authorities such as severe storms, fires, epidemics, utility power unavailability, water or sewer failure or a health condition as defined by the county or state health authorities. **In this situation, the drill must be rescheduled to occur within 10 school days after the original scheduled date of the cancelled drill.** Please send the requested change directly to Robert Monroe's office to [susan.parker2@uticak12.org](mailto:susan.parker2@uticak12.org), where he will send the change notification directly to the Macomb County Emergency Management Coordinator.

## FIRE DRILLS

The Act requires "A minimum of 5 fire drills is required for each school year for schools with kindergarten to 12<sup>th</sup> grade. Three of the fire drills shall be held by December 1<sup>st</sup> of the school year, and 2 shall be held during the remaining part of the school year, with a reasonable spacing interval between each drill."

**What is the date and time of the first FIRE drill (prior to Dec 1<sup>st</sup>)?**

September	6	2019	11	:	00	AM
-----------	---	------	----	---	----	----

**What is the date and time of the second FIRE drill (prior to Dec 1<sup>st</sup>)?**

September	16	2019	02	:	30	PM
-----------	----	------	----	---	----	----

**What is the date and time of the third FIRE drill (prior to Dec 1<sup>st</sup>)?**

October	2	2019	02	:	45	PM
---------	---	------	----	---	----	----

**What is the date and time of the fourth FIRE drill?**

Remaining part of the school year

May	4	2020	09	:	00	AM
-----	---	------	----	---	----	----

**What is the date and time of the fifth FIRE drill?**

Remaining part of the school year.

May	18	2020	01	:	30	PM
-----	----	------	----	---	----	----

## TORNADO/SEVERE WEATHER DRILLS



# EMERGENCY DRILL REPORTING FORM

The Act requires "A minimum of 2 tornado safety drills is required for each school year for schools with kindergarten to 12<sup>th</sup> grade. At least 1 of the tornado safety drills shall be conducted during March of the school year. These drills shall be conducted for the purpose of preventing injuries caused by severe weather".

**What is the date and time of the first TORNADO (severe weather) drill?**

November	6	2019	09	:	30	AM
----------	---	------	----	---	----	----

**What is the date and time of the second TORNADO (severe weather) drill?**

One of the two MUST be completed in March of the school year.

March	25	2020	01	:	00	PM
-------	----	------	----	---	----	----

## LOCKDOWN DRILLS – Please check with your Security Specialist before scheduling these drills.

The Act requires "A minimum of 3 drills in which the occupants are restricted to the interior of the building and the building secured is required for each school year for schools with kindergarten to 12<sup>th</sup> grade. At least 1 of these drills shall be conducted by December 1<sup>st</sup> of the school year, and at least 1 shall be conducted after January 1<sup>st</sup> of the school year, with a reasonable spacing interval between each drill. A drill conducted under this subsection 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".

**What is the date and time of the first LOCKDOWN drill?**

To be completed prior to December 1<sup>st</sup>

November	13	2019	02	:	15	PM
----------	----	------	----	---	----	----

**What is the date and time of the second LOCKDOWN drill?**

One to be completed anytime

January	14	2020	10	:	15	AM
---------	----	------	----	---	----	----

**What is the date and time of the third LOCKDOWN drill?**

To be completed after January 1<sup>st</sup>

April	20	2020	11	:	45	AM
-------	----	------	----	---	----	----

**At least one of the 10 drills listed above must be scheduled during lunch, recess, or at another time when a significant number of the students are gathered but not in the classroom. Please indicate which date above will be this drill.**

**Date:**

**Name of person submitting this report.**

Sue L. Lasky
--------------

Copies of this report will be sent to the Macomb County Emergency Manager and UCS Security Specialists.