# School Drill Documentation Form

<table>
<thead>
<tr>
<th>Type of Drill</th>
<th>Number/Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire</td>
<td>Five – Three drills must be completed by December 1</td>
</tr>
<tr>
<td>Tornado</td>
<td>Two – One drill must be completed in March</td>
</tr>
<tr>
<td>Safety/Security</td>
<td>Three – One drill must be completed prior to December 1 and one after January 1</td>
</tr>
</tbody>
</table>
- One drill shall include security measures that are appropriate to an emergency such as the release of a hazardous material.
- One drill shall include security measures of a potentially dangerous individual on or near the school premises.
- Seek input from the administration of the school and local public safety on the nature of the drill.

*Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.*

School: **LAKE ORION HIGH SCHOOL**

Principal: **STEPHEN HAWLEY**

Date of drill: **10/28/21**  Number of students: **2220**  Number of staff: **160**

Time initiated: **1:00** (a.m. / p.m.)  Time concluded: **1:00** (a.m. / p.m.)

### Situation at Start of the Drill (Check the appropriate box)

| ☐ Before school | ☑ During class time | ☐ Passing time | ☐ Recess | ☐ Lunch time | ☐ Assembly | ☐ After school | ☐ Other: |

Remarks: **CODE GREEN (BRIEF)**

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This report is for:

Fire drill number **1 2 3 4 5** for the 2021/2022 school year

Tornado drill number **1 2** for the 2021/2022 school year

Safety/Security drill number **1 2 3** for the 2021/2022 school year

Name of person conducting drill: **VERNON BURDEN**

Title of person conducting drill: **ASSISTANT PRINCIPAL**

Signature or person conducting drill: **[Signature]**  Date: **10/28/21**

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: **OCSDO**  Name: **CLAUDIO LOPEZ**  Title: **SHERIFF'S DEPUTY**

Agency:  Name:  Title:  

Agency:  Name:  Title:  

**Must post on the school's website within 30 days after completing the drill. The form must be maintained on the school website for at least three years.**