## **School Drill Documentation Form**

Type of Drill	Number/Schedule					
Fire	Five drills – Three must be completed by December 1					
Tornado	Two drills – One must be completed in March					
Safety/Security	<ul> <li>Three drills – One must be completed prior to December 1 and one after January 1</li> <li>One drill shall include security measures that are appropriate to an emergency, such as the release of a hazardous material.</li> <li>One drill shall include security measures of a potentially dangerous individual on or near the school premises.</li> <li>Seek input from the administration of the school and local public safety on the nature of the drill.</li> </ul>					
Note - At least or	ne of the drills must be cor	ducted during a lunch	or recess period, or a	nt another time wher	n students	
	not in classrooms.					
School: Lake O	rion High School					
Principal: Danie	l Haas					
Date of drill: 4/27/23		Number of students: 2190 Number of staff: 180				
Time initiated: 1;	20	_ (a.m. (a.m.) Time c	oncluded: 1;27		_ (a.m.(p.m.)	
Situation at Star	t of the Drill (Check the app	ropriate box)				
☐ Before school	l 🛛 🗖 During class ti		ssing time	Recess		
☐ Lunch time	☐ Assembly		er school	Other:		
Remarks: EPIC :	system used as prima	ry indicator for com	munication.			
This report is for: (circle number next to applicable drill)		Fire drill number 1020304050 for the 2022/2023 school year  Tornado drill number 1020 for the 2022/2023 school year  Safety/Security drill number 102030 for the 2022/2023 school year				
Name of person co	onducting drill: Vernon	Burden				
Title of person cor	nducting drill: Assistant	Principal				
	on conducting drill:	25.7	36	Date: 4/27/23	1	
If the drill was coo agency, official's n	rdinated with agencies suc ame, and title.	ch as law enforcement,	fire department, or e		nent, list the	
Agency: Oaklan	d County Sheriffs Of	fice <sub>Name:</sub> Joseph	Tolan	Title: Deputy		
Agency:	ency:		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.