



Montague Area Public Schools

EMERGENCY DRILL DOCUMENTATION FORM

School Year 2014-15

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|---|-------------------|
| Reporting School: | NBC Middle School |
| Drill # For The School Year: (Example #2/5 Fire; 1/2 Tornado; 1/3 Lockdown) | #2 Tornado Drill |

Type of Drill:

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|-------------------------------------|--|
| <input type="checkbox"/> | Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year) |
| <input checked="" type="checkbox"/> | Tornado Safety Drills (2 required in the school year; 1 must be held in March) |
| <input type="checkbox"/> | Lock Down (3 required; 1 before December 1 & 1 after January 1) |

Time of Drill:

**At least one drill is required to not be during class time*

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|-------------------------------------|--|
| <input checked="" type="checkbox"/> | During class time |
| <input type="checkbox"/> | In between classes/during class changes* |
| <input type="checkbox"/> | Recess or lunch time* |
| <input type="checkbox"/> | Other time when a significant number of the students are gathered but not in the class room* |

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|--|------------|
| Date of Drill: | 04/02/2015 |
| Time of Drill: | 7:44 |
| Time Required to Evacuate/Shelter/Secure: | 30 seconds |
| Total Number of Participants: | 358 |
| Drill Remarks or Observations: - students in place and facing the walls with heads tucked down covered with their hands | |

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| Name of School Principal (or designee): | Jim Perreault |
| Signature of School designee: | |
| <i>If drill is conducted by someone other than School Principal:</i> | |
| Name & Title of Person Conducting Drill: | Principal |

Drill Coordinated With:

Name & Title

| | |
|-----------------------------------|--|
| Emergency Management Coordinator: | |
| Law Enforcement Agency: | |
| Fire Department: | |

(Send completed report to the Superintendent's office)