

**Safety Drill Documentation**  
2017-2018 School Year

District: Swartz Creek  
Building: Elms Road  
Principal/Administrator: Dave Simonsen

**FIRE:**

- Drill #1 of 5 (by Dec. 1) Date: 10/3/17 Time: 11:10 Conducted by: D. Simonsen  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Drill #2 of 5 (by Dec. 1) Date: 10/5/17 Time: 11:10 Conducted by: D. Simonsen  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Drill #3 of 5 (by Dec. 1) Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Drill #4 of 5 (after Dec. 1) Date: 4/11/18 Time: 12:10 Conducted by: K. Szmansky  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Drill #5 of 5 (after Dec. 1) Date: 6/4/18 Time: 10 AM Conducted by: D. Simonsen  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Extra Drill Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Extra Drill Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Extra Drill Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
Check, if applicable:  Recess  Lunch  Outside of classroom

**TORNADO:**

- Drill #1 of 2 (at any time) Date: 3/28/18 Time: 1:45 Conducted by: D. Simonsen  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Drill #2 of 2 (in March) Date: 4/24/18 Time: 1:40 Conducted by: D. Simonsen  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Extra Drill Date: \_\_\_\_\_ Time: \_\_\_\_\_ Conducted by: \_\_\_\_\_  
Check, if applicable:  Recess  Lunch  Outside of classroom

**LOCK DOWN OR SHELTER IN PLACE:**

- Drill #1 of 3 (by Dec. 1) Date: 10/10/17 Time: 3:15 Conducted by: K. Szmansky  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Drill #2 of 3 (after Jan. 1) Date: 11/8/17 Time: 10:45 Conducted by: K. Szmansky  
Check, if applicable:  Recess  Lunch  Outside of classroom
- Drill #3 of 3 (at any time) Date: 1/23/18 Time: 12:15 Conducted by: K. Szmansky  
Check, if applicable:  Recess  Lunch  Outside of classroom
- \* Extra Drill Date: 4/11/18 Time: 12:10 Conducted by: K. Szmansky - Evaluation  
Check, if applicable:  Recess  Lunch  Outside of classroom

Principal or designee signature: 

I verify that the listed drills were conducted on the noted dates and times.