

# Safety Drill Documentation

2018-19 School Year

**District:** Swartz Creek Community Schools

**Building:** Swartz Creek Middle School

**Principal/Administrator:** Kevin Klaeren

## FIRE:

**Drill #1 of 5** (by Dec. 1) Date: 9-17-18 Time: 8:42 AM Conducted by: Kevin Klaeren  
Check, if applicable:  Recess  Lunch  Outside of classroom

**Drill #2 of 5** (by Dec. 1) Date: 9-17-18 Time: 9:42 AM Conducted by: Kevin Klaeren  
Check, if applicable:  Recess  Lunch  Outside of classroom

**Drill #3 of 5** (by Dec. 1) Date: 9-18-18 Time: 12:41 PM Conducted by: Kevin Klaeren  
Check, if applicable:  Recess  Lunch  Outside of classroom

**Drill #4 of 5** (after Dec. 1) Date: Time: Conducted by: Kevin Klaeren  
Check, if applicable:  Recess  Lunch  Outside of classroom

**Drill #5 of 5** (after Dec. 1) Date: Time: Conducted by: Kevin Klaeren  
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: 10-1-18 Time: 1:39 PM Conducted by: Kevin Klaeren  
Check, if applicable:  Recess  Lunch  Outside of classroom

**Drill #2 of 2** (in March) Date: Time: Conducted by: Kevin Klaeren  
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: 10-24-18 Time: 9:14AM Conducted by: Kevin Klaeren  
Check, if applicable:  Recess  Lunch  Outside of classroom

**Drill #2 of 3** (after Jan. 1) Date: Time: Conducted by: Kevin Klaeren  
Check, if applicable:  Recess  Lunch  Outside of classroom

**Drill #3 of 3** (at any time) Date: 12-18-18 Time: 10:26AM Conducted by: Kevin Klaeren  
Check, if applicable:  Recess  Lunch  Outside of classroom

**Extra Drill** Date: Time: Conducted by:  
Check, if applicable:  Recess  Lunch  Outside of classroom

Principal or designee signature: Kevin Klaeren

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