EMERGENCY DRILL DOCUMENTATION LOG

Reporting School:	**Bedford Homeschool Partnership**		
Reporting Period:		School Year:	**2016-17**

FIRE DRILLS (5 REQUIRED) 3 before Dec. 1st						
DATE / TIME OF DAY			DRILL TIME (SEE BELOW)	# OF STUDENTS	EVAC. TIME	PERSON CONDUCTING DRILL
MONTH	DAY	TIME				
Sept	22	1:10	1	148	2:02	K Wilder
Oct	28	2:00	4	98	1:25	K Wilder
Nov	15	12.:15	1	76	2.38	K Wilder

TORNADO DRILLS (2 REQUIRED)						
DATE / TIME OF DAY			DRILL TIME (SEE BELOW)	# OF STUDENTS	SHELTER TIME	PERSON CONDUCTING DRILL
MONTH	DAY	TIME				

LOCKDOWN DRILLS (3 REQUIRED) 1 before Dec. 1st & 1 after Jan. 1st						
DATE / TIME OF DAY			DRILL TIME (SEE BELOW)	# OF STUDENTS	SHELTER TIME	PERSON CONDUCTING DRILL
MONTH	DAY	TIME				
Oct	11	10:55	1	156	2:49	D.Bordner / K Wilder

DRILL TIME:	1- Standard	2-Recess	3-Lunch	4-Between Classes

DRILL CONCUCTED IN COORDINATION WITH	EMERGENCY MANAGER	FIRE	POLICE
		x	

NOTE: Drills must be conducted in coordination with local Office of Emergency Management as well as local Police or Fire. Representative of those agencies need not be present at time of drill. Copy of this document must be forwarded either electronically or hardcopy to the local Office of Emergency Management. This log is intended to be completed at beginning of school year and forwarded to OEM to inform them of schools drill schedule. See below for contact information.

Kalamazoo County Office of Emergency Management
Attn. Pat Wright

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