

School Emergency Drills Documentation Form

Name of Reporting School: WAY Michigan
 Date of Drill: 11/11/19 Time drill was held: 3:35 (pm/am)
 Exact time required to evacuate/shelter/secure: 3 minutes
 Total Participants: 4
 Remarks: Second Lock-Down Drill for '19-20 School year

This report is for emergency drill # 6 for school year 2019-20
 Name of person conducting drill: James Middleditch
 Title of person conducting drill: Assistant Director
 Signature of person conducting drill: J Middleditch

Drill Was Coordinated With:

Emergency Management Coordinator
 Name & Title _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
 Name & Title _____

OR

Fire (fire chief or designee)
 Name & Title _____

Update dates WAY Academy Fire Drill Schedule - 2019-20

School: WAY Charter Schools

Total number of completed drills across all forms:

Note: Three (3) must be conducted by December 1st. Two (2) during the remaining portion of the school year, with a reasonable spacing interval between each drill.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Evac Time	Reason for not completing	Director Initials
1	9/10/19	9/11/19	9:00am	9/10/19	9:55		JM
2	9/25/19	9/26/19	3:00pm	9/26/19	3:22		JM
3	10/7/19	10/8/19	1:00pm	10/8/19	1:47		JM
4	3/4/20	3/5/20	10:00am				
5	5/26/20	5/27/20	2:00pm				

Tornado Drill Schedule - 2019-20

School: WAY Charter Schools

Note: One (1) of the two must be conducted during the month of March.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Evac Time	Reason for not completing	Director Initials
1	9/18/19	9/19/19	2:00pm	10/19/19	11:15		JM
2	3/11/20	3/12/20	10:00am				

Lock-Down Drill Schedule - 2019-20

School: WAY Charter Schools

Note: (1) by December 1; (1) after January; (1) during lunch or recess when a significant number of students are gathered outside of the classroom.

#	Date	Alternate Date	Scheduled Time of Drill	Date Completed	Evac Time	Reason for not completing	Director Initials
1	10/16/19	10/17/19	11:00am	10/17/19	12:31		JM
2	11/11/19	11/12/19	12:00pm	11/11/19	3:35		JM
3	2/25/20	2/26/20	10:00am				