

School Safety Drill Requirements

Effective 7-1-14, P.A. 12 of 2014 requires:

- Five (5) fire drills per school year per building. Three (3) of those drills must take place by December 1. There must be a “reasonable” interval between each drill.
- Two (2) tornado safety drills per school year of which one (1) must take place in March; and
- Three (3) “lockdown” drills per school year, including security measures appropriate to an emergency such as a hazardous material spill or the presence of a potentially dangerous individual. At least one (1) of these drills must take place by December 1 and at least one (1) after January 1.

Additionally, one of the above listed drills must occur during lunch, recess, or at another time when a significant number of students are gathered but not in a classroom.

All completed school safety drills must be documented on the school’s website within five (5) days of completing the drill. This information must be maintained on the website for a minimum of three (3) years. This information must include the following:

- school name
- school year of the drill
- date and time of the drill
- type of drill
- number and type of drills completed during the school year
- signature of the school principal or designee acknowledging the completion of the drill; and
- name of the individual in charge of conducting the drill, if it is not the principal

This drill data sheet (example attached) must be provided to Kelly Vargo in the Superintendent’s Office immediately upon completion of the drill. Kelly will be responsible for posting the updated data sheet on each school’s website.

The School District must provide the St. Clair County Emergency Management Coordinator with a list of all scheduled drill days by September 15 of each year. The Personnel Office will submit this information to the County on your behalf. As a result, please provide a list of your building’s drills dates and times (five fire drills, two tornado safety drills and three lockdown drills) as well as the date and time of the one drill that will be held during lunch, recess, or other time when a significant number of students are gathered but not in a classroom by September 5 so that we may timely to report the County.

**Belle River Elementary School
2017-2018 School Safety Drill Data Sheet**

Fire Drill (five per school year, one prior to December 1st)

September 15, 2017 (10:00am)-completed in 3 minutes 35 seconds
October 9, 2017 (2:00pm)-completed in 3 minutes 6 seconds
October 24, 2017 (during lunch @12:25)***(Rescheduled from 9/26)**
completed in 3minutes 1 second
April 26, 2018 (2:30pm)-completed in 2 minutes 45 seconds
May 9, 2018 (10:30am) – completed in 2 minutes 53 seconds

Tornado Drill (two per school year, one must be in month of March)

November 1, 2017 (2:30pm)-completed in 3 minutes 26 seconds
March 7, 2018 (10:45am)-completed in 3 minutes 46 seconds

Lockdown Drill (three per school year, one prior to December 1st and one after January 1st)

November 14, 2017 (9:30am)-completed in 2 minutes 20 seconds
January 10, 2018 (2:15pm)-completed in 2 minutes in 40 seconds
February 7, 2018 (10:10am)- completed in 2 minutes 45 seconds

I acknowledge that the mandated school safety drills were conducted at Belle River on the dates and times listed above as required by Public Act 12 of 2014.

Robyn Smith-Herr, Principal
Belle River Elementary