School Drill Documentation

Type of Drill	Number/Schedule
Fire	Five drills – Three must be completed by December 1
Tornado	Two drills – One must be completed in March
Safety/Security	Three drills – One must be completed prior to December 1 and one after January 1 • One drill shall include security measures that are appropriate to an emergency, such as the release of a hazardous material. • One drill shall include security measures of a potentially dangerous individual on or near the school premises. • Seek input from the administration of the school and local public safety on the nature of the drill.

Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Lake Orion Early Childhood Center Principal: Chrissandra Padilla

Date of drill: 09/03/2026 Number of students: approx. 250 Number of Staff: approx. 75

Time initiated: approx. 3:40 ☐ a.m ☑ p.m. Time concluded approx. 4:15 ☐ a.m ☑ p.m.

Situation at Start of the Drill (Check the appropriate box)			
☐ Before school	☐ During class time	☐ Passing time	☐ Recess
☐ Lunch time	☐ Assembly	☐ After school	☑ Other:

Remarks: Tornado shelter in place was on September 3, 2026 was when we had Paint Creek students and staff in the building due to Paint Creek being evacuated.

This report is for:
(check box next to applicable drill)

Fire drill number ☐ **1** ☐ **2** ☐ **3** ☐ **4** ☐ **5** for the _____ school year

Tornado drill number ☑ **1** ☐ **2** for the 2026-2027 school year

Safety/Security drill number ☐ **1** ☐ **2** ☐ **3** for the _____ school year

Name of person conducting drill: Teresa Robinson

Title of person conducting drill: Health and GSRP Manager

Signature or person conducting drill: Teresa Robinson Date: 09/03/2026

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Must post on the school's website within 30 days after completing the drill.
The form must be maintained on the school website for at least three years.