

**Documenting School Safety Drill Requirements**

Public Act 12 of 2014, Effective July 1, 2014

Name of school: **Huron Area Technical Center**  
School Year: **2016-2017**  
Person Responsible for conducting the drills: **Clark Brock, Principal**

Principal **MUST sign at the completion of each drill** to confirm completion. Update and post on school website within 30 school days of completing each drill. Maintain on website for at least three years. One of the drills **MUST** occur during lunch, recess, or another time when a significant number of students are gathered but not in a classroom. None may occur during mandated state testing.

**Fire Drills** (unbroken alarm)

*Must have a reasonable interval between each drill.*

#1, date: <b>September 15, 2016</b> time: <b>09:30 am</b>	Confirmation signature	<u>Clark Brock</u>
#1, date: <b>September 15, 2016</b> time: <b>01:00 pm</b>	Confirmation signature	<u>Clark Brock</u>
#2, date: <b>October 3, 2016</b> time: <b>09:30 am</b>	Confirmation signature	<u>Clark Brock</u>
#2, date: <b>October 3, 2016</b> time: <b>01:00 pm</b>	Confirmation signature	<u>Clark Brock</u>
#3, date: <b>November 2, 2016</b> time: <b>09:30 am</b>	Confirmation signature	<u>Clark Brock</u>
#3, date: <b>November 2, 2016</b> time: <b>01:00 pm</b>	Confirmation signature	<u>Clark Brock</u>
#4, date: <b>April 13, 2017</b> time: <b>09:30 am</b>	Confirmation signature	<u>Clark Brock</u>
#4, date: <b>April 13, 2017</b> time: <b>01:00 pm</b>	Confirmation signature	<u>Clark Brock</u>
#5, date: <b>April 25, 2017</b> time: <b>09:30 am</b>	Confirmation signature	<u>Clark Brock</u>
#5, date: <b>April 25, 2017</b> time: <b>01:00 pm</b>	Confirmation signature	<u>Clark Brock</u>

**Tornado Drills** (broken alarm)

*At least one tornado drill must be held in March.*

#1, date: <b>March 29, 2017</b> time: <b>09:30 am</b>	Confirmation signature	<u>Clark Brock</u>
#1, date: <b>March 29, 2017</b> time: <b>01:00 pm</b>	Confirmation signature	<u>Clark Brock</u>
#2, date: <b>April 12, 2017</b> time: <b>09:30 am</b>	Confirmation signature	<u>Clark Brock</u>
#2, date: <b>April 12, 2017</b> time: <b>01:00 pm</b>	Confirmation signature	<u>Clark Brock</u>

**Lockdown Drills**

*Include security measures appropriate to an emergency such as the release of hazardous material or the presence of a potentially dangerous individual on or near the premises. At least one drill **MUST** occur by December 1 and at least one drill **MUST** occur after January 1. There must be a reasonable interval between drills.*

#1, date: <b>September 09, 2016</b> time: <b>9:30 am</b> Type of Drill: <b>Safe Mode</b>	Confirmation signature	<u>Clark Brock</u>
#1, date: <b>September 09, 2016</b> time: <b>01:00 pm</b> Type of Drill: <b>Safe Mode</b>	Confirmation signature	<u>Clark Brock</u>
#2, date: <b>October 6, 2016</b> time: <b>09:30 am</b> Type of Drill: <b>Lockdown/Shelter in Place</b>	Confirmation signature	<u>Clark Brock</u>
#2, date: <b>October 6, 2016</b> time: <b>01:00 pm</b> Type of Drill: <b>Lockdown/Shelter in Place</b>	Confirmation signature	<u>Clark Brock</u>
#3, date: <b>March 21, 2017</b> time: <b>09:30 am</b> Type of Drill: <b>CBRNE</b>	Confirmation signature	<u>Clark Brock</u>
#3, date: <b>March 21, 2017</b> time: <b>01:00 pm</b> Type of Drill: <b>CBRNE</b>	Confirmation signature	<u>Clark Brock</u>

Sought input from local public safety officials. Superintendent Signature: \_\_\_\_\_

**Cardiac Emergency Response**

A written plan for cardiac emergency response is available and includes: (check off to confirm)

- Use and maintenance of automated external defibrillators, if available
- Activation of a cardiac emergency response team during an identified cardiac emergency
- A plan for effective and efficient communication throughout the school campus
- A training plan for the use of an automated external defibrillator and CPR techniques (for schools that serve grades 9-12)
- Incorporation and integration of the local emergency response system and emergency response agencies with the school's plan
- An annual review and evaluation of the cardiac emergency response plan 08/31/16 (date completed)