

**Bronson Community Schools**  
**Emergency Drills**  
Documentation Form

**Type of Drill**

**Time of Drill**

Fire Drill

(5 required, 3 before 12/1 and 2 after 12/1)

Tornado Drill

(2 required, 1 during March)

Lock Down/Shelter in Place Drill

(3 required, 1 before 12/1, 1 after 12/1)

Standard

Class Change

Recess/lunch

Other Events

Name of Reporting School: RYAN ELEMENTARY SCHOOL

Date of Drill: 3-9-16 Time drill was held: 10:15 (pm/am)

This report is for emergency drill # 1 for school year 2015-16

Name of person conducting drill: Mark Heifner, Principal

Title of person conducting drill: Principal

Signature of person acknowledging completed drill: Mark Heifner

Drills have to be scheduled by 9/15 of each school year and the county emergency coordinator notified. Drill dates may be moved to alternate dates due to certain factors, but rescheduled within 10 school days and the chief administrator of a LEA notifies the county emergency coordinator. Once a drill is conducted the completed form is to be scanned and sent to BCS central office to be posted within 30 days to the school website for three years. (Fire Prevention Code Act 207 of 1941 29.19, July 8, 2014)