

Oscoda Area Schools
Emergency Drill Reporting Form
2015-2016 School Year

School: <u>OSCODA AREA High School</u>	Date: <u>12/6/16</u>
Drill # <u>2</u> of <u>3</u>	Total Participants: <u>512</u>
Person Completing Form: <u>Terence Allison</u>	Title: <u>Principal</u>

Time Drill <input checked="" type="checkbox"/> Began: <u>1:02 pm</u>	Time Drill <u>(All Clear)</u> <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m. Concluded: <u>1:16</u>	Time to Evacuate: <u>Lockdown</u> <u>1 min 26 seconds</u>
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Type of Drill:	Type of School:	Weather Conditions:
<input type="checkbox"/> Fire / Evacuation (5 required) <input type="checkbox"/> Tornado (2 required) <input checked="" type="checkbox"/> Lockdown (3 required) <input type="checkbox"/> Shelter-in-Place <input type="checkbox"/> Medical Emergency <input type="checkbox"/> Other _____	<input type="checkbox"/> Elementary <input checked="" type="checkbox"/> High School	<input type="checkbox"/> Clear <input checked="" type="checkbox"/> Cloudy <input type="checkbox"/> Rain <input type="checkbox"/> Snow / Sleet <input type="checkbox"/> Hail Temperature <u>35</u> F

Participants: (check all that apply)	Notification / Alert Method:	Situation at Start
<input checked="" type="checkbox"/> School Administrators <input checked="" type="checkbox"/> Teachers/Support Staff <input checked="" type="checkbox"/> Students <input checked="" type="checkbox"/> Law Enforcement <u>OAPD</u> <input type="checkbox"/> Fire Department <input type="checkbox"/> Emergency Medical Services <input type="checkbox"/> County Emergency Management <input type="checkbox"/> Other _____	<input type="checkbox"/> Clear <input checked="" type="checkbox"/> Cloudy <input type="checkbox"/> Rain <input type="checkbox"/> Snow / Sleet <input type="checkbox"/> Hail	<input type="checkbox"/> Before School <input type="checkbox"/> During Class Time <input checked="" type="checkbox"/> Passing Time <input type="checkbox"/> Recess <input type="checkbox"/> Lunch Time <input type="checkbox"/> Other _____

Incident Command System Used? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Incident Commander:	Operations Chief:
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List the Objectives for the Drill Below:
<u>To Practice Shelter in Place</u>

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Problems Encountered: (check all that apply)	Attach Separate Sheet Documenting
<input type="checkbox"/> Congestion in hallways <input type="checkbox"/> Alarm not heard <input type="checkbox"/> Students unsure of what to do <input type="checkbox"/> Staff unsure of responsibilities <input type="checkbox"/> Weather-related problems <input type="checkbox"/> Unable to lock doors <input type="checkbox"/> Windows not covered <input type="checkbox"/> Windows left open <input type="checkbox"/> Doors left open <input type="checkbox"/> Lights left on <input type="checkbox"/> Students not accounted for / attendance <input type="checkbox"/> Difficulty with evacuation of disabled students/staff <input type="checkbox"/> Unable to access school mapping system <input type="checkbox"/> Students unaccounted for (note # below)	<input type="checkbox"/> Radio communication problems <input type="checkbox"/> Network / computer problems <input type="checkbox"/> Noise impedes communications <input type="checkbox"/> Students not out of sight (lockdown drill) <input type="checkbox"/> Long time to evacuate building <input checked="" type="checkbox"/> Students not serious about drill → A couple students only <input type="checkbox"/> Frightened students (lockdown drill) <input type="checkbox"/> Improper or unavailable supplies <input type="checkbox"/> Confusion <input type="checkbox"/> Doors or exits blocked <input type="checkbox"/> Transportation <input type="checkbox"/> Interagency miscommunication <input type="checkbox"/> Incident command problems <input type="checkbox"/> Other: _____

Extenuating Circumstances / Identified Factors / Special Conditions Simulated:

One teacher was in Restroom, his students took initiative to lock a close classroom door - Teacher then took remaining students in the hall to Alternate room.

Mitigation / Plans for Improvement: (check all that apply below)

<input type="checkbox"/> Additional staff training <input type="checkbox"/> Additional student training <input type="checkbox"/> Address need for additional equipment <input type="checkbox"/> Improved emergency supplies <input type="checkbox"/> Cooperative planning with responders <input type="checkbox"/> Revised emergency procedures <input type="checkbox"/> Additional drills or exercising needed	<input checked="" type="checkbox"/> Other (list) Talk w/ those few students re: seriousness of the drill
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Form Completed by

Terence Allison Principal

Terence Allison 12/6/16

Name

Title

Signature

Date