**Safety Drill Documentation**  
2016-2017 School Year

**District:** Goodrich Area Schools  
**Building:** Oaktree Elementary  
**Principal/Administrator:** Jasan Bryan

### FIRE:

| Drill #1 of 5 (by Dec. 1) | Date: 9/13/2016 | Time: 10:00 a.m. | Conducted by: Michelle Virden  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |
|---|---|---|---|
| Drill #2 of 5 (by Dec. 1) | Date: 9/30/2016 | Time: 11:30 a.m. | Conducted by: Michelle Virden  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |
| Drill #3 of 5 (by Dec. 1) | Date: 10/18/2016 | Time: 1:25 p.m. | Conducted by: Michelle Virden  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |
| Drill #4 of 5 (after Dec. 1) | Date: 5/9/2017 | Time: 8:30 a.m. | Conducted by: Jasan Bryan  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |
| Drill #5 of 5 (after Dec. 1) | Date: 6/1/2017 | Time: 12:05 p.m. | Conducted by: Jasan Bryan  
Check, if applicable: ☒ Recess ☒ Lunch ☐ Outside of classroom |

**Extra Drill**  
Date: | Time: | Conducted by:  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom

**TORNADO:**

| Drill #1 of 2 (at any time) | Date: 11/1/2016 | Time: 1:20 p.m. | Conducted by: Michelle Virden  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |
|---|---|---|---|
| Drill #2 of 2 (in March) | Date: 3/15/2017 | Time: 9:00 a.m. | Conducted by: Jasan Bryan  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |

**Extra Drill**  
Date: | Time: | Conducted by:  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom

### LOCK DOWN OR SHELTER IN PLACE:

| Drill #1 of 3 (by Dec. 1) | Date: 10/6/2016 | Time: 11:30 a.m. | Conducted by: Michelle Virden  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |
|---|---|---|---|
| Drill #2 of 3 (after Jan. 1) | Date: 11/29/2016 | Time: 10:00 a.m. | Conducted by: Ryan Relken  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |
| Drill #3 of 3 (at any time) | Date: 2/22/2017 | Time: 8:45 a.m. | Conducted by: Jasan Bryan  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom |

**Extra Drill**  
Date: | Time: | Conducted by:  
Check, if applicable: ☐ Recess ☐ Lunch ☐ Outside of classroom

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**Principal or designee signature:**  
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_I verify that the listed drills were conducted on the noted dates and times._