Mason County
School Emergency Drills Documentation Form

<table>
<thead>
<tr>
<th>Reporting School:</th>
<th>West Shore Educational Service District</th>
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<tbody>
<tr>
<td>School Year:</td>
<td>2019-20</td>
</tr>
<tr>
<td>Drill # for The School Year:</td>
<td>2/5</td>
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**Type of Drill:**
- [x] Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)
- [  ] Tornado Safety Drills (2 required in the school year; 1 in March)
- [  ] Lock Down/Shelter-In-Place (3 required; 1 before December & 1 after January)
- [  ] School Bus Emergency Evacuation Drill (3 required; Forward, rear, and both)

**Time of Drill:**
- [x] During class time
- [  ] In between classes/during class changes*
- [  ] Recess or lunch time*
- [  ] Other time when a significant number of the students are gathered but not in the classroom*

**Date & Time of Drill:** 10/18/2019

**Time required to evacuate/shelter/secure all personnel:** 4 min

**Total Number of Participants:** 40+

**Enhancements Made To Drill:**
Fire exit blocked, Scenario given, Missing Student, etc.

**Drill Remarks or Observations:** Drill went well and assigned areas were cleared quickly. Problems with the alarm system during drill #1 proved to be corrected and the system operated properly.

**Name of School Principal (or designee):** Mike Jeruzal

**Signature of School Principal:**

**Name & Title of Person Conducting Drill:**
Mike Hamel - Behavior Management / Safety Coordinator

**Public Safety Agency Present For Drill**

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<thead>
<tr>
<th>Name &amp; Title</th>
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<tbody>
<tr>
<td>Emergency Management Coordinator:</td>
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<td>Law Enforcement Agency:</td>
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<tr>
<td>Fire Department:</td>
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Submit Completed Forms to the Mason County Emergency Management Office
emergency management@masoncounty.net

Updated: December 2017