

Ottawa Elementary School Emergency Drills 2023-2024 School Year

Type of Drill	Date	Note:	Time of Drill	Time to Evacuate/ Secure Building	Number of Participants	Person Conducting Drill	Signature
Fire Drill 1	9/12/23	3 drills required prior to Dec 1 st	2:15PM	2 min	448	Duane Lockhart	<i>Duane Lockhart</i>
Fire Drill 2	9/13/23		3:00PM	2 min	448	Duane Lockhart	<i>Duane Lockhart</i>
Fire Drill 3	10/2/23		2:15PM	2 min	453	Duane Lockhart	<i>Duane Lockhart</i>
Fire Drill 4	3/28/24		2:15PM	2 min	351	Michael Johnson	<i>Michael Johnson</i>
Fire Drill 5	4/17/24		10:30AM	2 min	444	Michael Johnson	<i>Michael Johnson</i>
Severe Weather 1	2/16/24	1 drill held in March	11:30AM		372	Michael Johnson	<i>Michael Johnson</i>
Severe Weather 2	3/12/24		10:00AM		423	Michael Johnson	<i>Michael Johnson</i>
Lock Down Drill 1	10/16/23	1 drill before Dec 1 st and 1 drill after Jan 1 st			436	Duane Lockhart	<i>Duane Lockhart</i>
Lock Down Drill 2	11/6/23				444	Duane Lockhart	<i>Duane Lockhart</i>
Lock Down Drill 3	1/8/24				440	Michael Johnson	<i>Michael Johnson</i>
Cardiac Drill 1							

- No more than 1 drill can be scheduled during a school day.
- One drill must be held during lunch or recess.
- If a situation arises and the drill cannot be performed, a "make-up" drill must occur within 10 days.
- Law can be found: <http://legislature.mi.gov/documents/2013-2014/publicact/pdf/2014-PA-0012.pdf>