

# HOPE Academy OF WEST MICHIGAN

## EMERGENCY DRILL DOCUMENTATION FORM School Year 2018-2019

School Campus:	Hope Academy of West Michigan
Drill # for the School Year: <small>(Example #2/5 Fire, ½ Tornado; 1/3 Lockdown)</small>	<b>1/4 Lock Down</b>

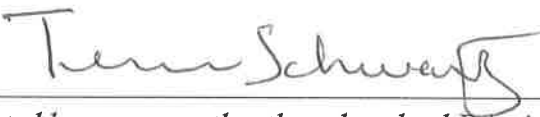
**Type of Drill**

	<i>Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)</i>
	<i>Tornado Safety Drills (2 required in the school year; 1 must be held in March)</i>
<b>X</b>	<i>Lock Down (3 required; 1 before December 1 &amp; 1 after January 1)</i>

**Time of Drill:**

*\*At least one drill is required to not be during class time*

Date:	<b>03/07/2019</b>
Time	<b>8:30 a.m.</b>
<b>X</b>	During class time (preschool – 6 <sup>th</sup> grade)
	In between classes/during class changes*
	Recess or lunch time* (for secondary only)
	Other time when a significant number of the students are gathered but not in the class room*

Name of School Principal (or designee):	<b>Teriena Schwartz</b>
Signature of School Principal	
<i>(If drill is conducted by someone other than the school Principal)</i>	
Name and Title of Person Conducting Drill:	<b>Craig Washington</b>