



EMERGENCY DRILL DOCUMENTATION FORM
School Year 2020-2021

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

Type of Drill

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

Time of Drill: **At least one drill is required to not be during class time*

Date:	May 3, 2022
Time:	1:45pm
<input checked="" type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes*
<input type="checkbox"/>	Lunch Time
<input type="checkbox"/>	Other time when a significant number of the students are gathered but not in the class room*

Name of School Principal (or designee):	Teriena Schwartz
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Signature of School Principal	
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(If drill is conducted by someone other than the school Principal)

Name and Title of Person Conducting Drill:	Kristine Stewart (Acting Vice Principal)
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