MICHIGAN STATE POLICE
Grants and Community Services Division
Office of School Safety

School Drill Documentation Form

Type of Drill	Number/Schedule
Fire	Five – Three drills must be completed by December 1
Tornado	Two – One drill must be completed in March
Safety/Security	Three – One drill must be completed prior to December 1 and one after January 1 • One drill shall include security measures that are appropriate to an emergency such as the release of a hazardous material. • One drill shall include security measures of a potentially dangerous individual on or near the school premises. • Seek input from the administration of the school and local public safety on the nature of the drill.
Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.	

School: Blissfield Middle School

Principal: Laura Denkins- Principal

Date of drill: 4/15/24 Number of students: ___250_____ Number of staff: ____25_____

Time initiated: ___1:25 _____ p.m. Time concluded: __1:35 _____p.m.

Situation at Start of the Drill (Check the appropriate box)			
□ Before school	☐ During class time	□ Passing time	□ Recess
□ Lunch time	□ Assembly	□ After school	□ Other:

Remarks: Staff did well getting students out doors. Hallway doors closed.

This report is for: Fire drill number **1 2 3 4 5** for the 2022/2023 school year (circle number next to applicable drill)
-Tornado drill number **1 2** for the 2022/2023 school year
-Safety/Security drill number **1 2 3** for the 2022/2023 school year

Name of person conducting drill: Laura Denkins Title of person conducting drill: Principal

Signature or person conducting drill: L Denkins Date: 4/15/24

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: __Blissfield Police Dept _____ Name: __Officer Hunkele_____ Title: _____

Agency: _____ Name: _____ Title: _____

Must post on the school's website within 30 days after completing the drill.
The form must be maintained on the school website for at least three years. 7/2021