

SCHOOL SECURITY DRILL NOTIFICATION

District: Township of Union

Month of: November

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED	DATE & TIME
<i>Livingston School</i>	<i>Lockdown (Shelter in Place)</i>	<i>Faculty/Students/Staff</i>	<i>11-14-12 2:10 p.m.</i>
<i>Franklin Elementary</i>	<i>Lockdown</i>	<i>Faculty/Students/Staff/ Security Director</i>	<i>11-19-12 9:40 a.m.</i>
<i>Burnet Middle School</i>	<i>Shelter in Place(disturbance in the building)</i>	<i>Faculty/Students/Staff</i>	<i>11-26-12 9:25 a.m</i>
<i>Washington School</i>	<i>Lockdown Intruder in the building</i>	<i>Faculty/Students/Staff</i>	<i>11-21-12 10:24 a.m.</i>
<i>Union High School</i>	<i>Lockdown Bomb Threat</i>	<i>Faculty/Students/Staff</i>	<i>11/30/12 9:30 a.m.</i>
<i>Kawameeh Middle School</i>	<i>Shelter in Place – Oil Spill</i>	<i>Faculty/Students/Staff</i>	<i>11/27/12 1;10 p.m.</i>
<i>Hamilton Elementary</i>	<i>Lockdown Weather Related</i>	<i>Faculty/Students/Staff</i>	<i>11/20/12 10:15 a.m.</i>
<i>Hannah Caldwell School</i>	<i>Lockdown Intruder</i>	<i>Faculty/Students/Staff</i>	<i>11/30/12 10:30 a.m.</i>
<i>Battle Hill Elementary</i>	<i>Lockdown Life Threat Injury Illness</i>	<i>Faculty/Students/Staff</i>	<i>11/30/12 9:35 a.m.</i>
<i>Conn Farms School</i>	<i>Lockdown Active Shooter</i>	<i>Faculty/Students/Staff</i>	<i>11/12/12 10:00 a.m.</i>

DRILL TYPE:

- ACTIVE SHOOTER

OCCUPANTS:

STUDENTS/STAFF/FACULTY

SCHOOL SECURITY DRILL NOTIFICATION

- EVACUATION (non-fire)
- BOMB THREAT
- LOCKDOWN

STAFF and/or CRISIS TEAM MEMBERS

*PLEASE COMPLETE THIS FORM BEFORE THE 5th OF EACH MONTH & EMAIL MARY JANE SHEEHAN AT MARYJANE.SHEEHAN@DOE.STATE.NJ.US

<i>SCHOOL NAME</i>	<i>DRILL TYPE</i>	<i>OCCUPANTS INVOLVED</i>	<i>DATE & TIME</i>

Security Drill Record Form

2012 – 2013

School District: Union Township

School Name: Burnet Middle School

Contact Name: Vincent B. Rettino

Month	September 2012	October 2012	November 2012	December 2012	January 2013	February 2013	March 2013	April 2013	May 2013	June 2013
Date/Time	9/18.12 Tues. 2:10-2:16	10/10/12 1:33- 1:48	11/26/12 9:25-9:29 am							
Type of Drill	Active Shooter Lockdown	Bomb threat evacuation	Disturbance in Bldg. shelter in place							
Duration of Drill	6 minutes	8 minutes to clear the building 7 to reenter	4 minutes to all clear							
Weather Conditions	Rainy/cloudy 70	Rain in A.M. 70 in afternoon Sunny	Sunny 35							
Participants of Drill	All students and staff	All Students and staff Mr. Ardito Security supervisor observed	All Students and staff							
Brief Description of What Was Drilled	Lockdown for an active shooter. Drill was successful	Evacuation for a bomb threat Drill was successful!	Disturbance in Bldg. shelter in place Drill was successful!							

One (1) Security Drill per month is to be completed in each building.