

# UNION FIRE DEPARTMENT SCHOOL EMERGENCY DRILL REPORT

2013-2014

SCHOOL NAME: *BURNET Middle School*

Date	Day	Start Time	Completion Time	# of Pupils	# of Staff	Weather	Remarks	Signature
9/30/13	MON	8:30	8:33	1020	125	WARM		<i>J.B. [Signature]</i>
10/29/13	TUES	8:06	8:10	1037	125	COOL		<i>J.B. [Signature]</i>
11/19/13	TUES	10:28 <sup>00</sup>	10:32 <sup>30</sup>	1004	125	COOL		<i>J.B. [Signature]</i>
12/3/13	TUES	2:10 <sup>00</sup>	2:14 <sup>00</sup>	993	125	COOL		<i>J.B. [Signature]</i>
1/1/14	MON.	2:15 <sup>30</sup>	2:19	991	125	COOL		<i>J.B. [Signature]</i>
2/1/14	THURS	2:08 <sup>25</sup>	2:11 <sup>43</sup>	1013	125	COOL		<i>J.B. [Signature]</i>
3/11/14	TUE	2:07 <sup>55</sup>	2:11:02	997	125	COOL		<i>J.B. [Signature]</i>
4/3/14	THURS	10:13.00	10:17. <sup>42</sup>	1001	125	WARM		<i>J.B. [Signature]</i>
5/20/14	TUES	2:03 <sup>32</sup>	2:07 <sup>30</sup>	990	125	WARM		<i>J.B. [Signature]</i>
6/1/14								
7/1/14								
8/1/14								

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

# SCHOOL SECURITY DRILL NOTIFICATION

District: Township of Union

Month of: June, 2014

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED	DATE & TIME
Battle Hill School	Lockdown	Entire School	June 9 930 AM
Connecticut Farms School	Lockdown	Entire School	June 9 1000 AM
Franklin School	Evacuation to secondary Location	Entire School	June 9 1015 AM
Hannah Caldwell School	Lockdown	Entire School	June 10 930 AM
Jefferson School	Lockdown	Entire School	June 10 1000 AM
Washington School	Lockdown	Entire School	June 11 9 00 AM
Livingston School	Lockdown	Entire School	June 11 930 AM
Kawameeh Middle School	Lockdown	Entire School	June 12 900 AM
Burnet Middle School	Lockdown	Entire School	June 12 930 AM
Union High School	Lockdown	Entire School	June 13 830 AM

DRILL TYPE:

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

OCCUPANTS:

- STUDENTS/STAFF/FACULTY
- STAFF and/or CRISIS TEAM MEMBERS

\*PLEASE COMPLETE THIS FORM BEFORE THE 5<sup>th</sup> OF EACH MONTH & EMAIL MARY JANE SHEEHAN AT [MARYJANE.SHEEHAN@DOE.STATE.NJ.US](mailto:MARYJANE.SHEEHAN@DOE.STATE.NJ.US)



**SCHOOL SECURITY DRILL NOTIFICATION**

# SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: April, 29, 2014

Time of day the drill was conducted: 9:15-10:30

School Name: Franklin School

Location of the Emergency Evacuation Drill: Playground

Route Number(s): \_\_\_\_\_

Name of the school principal/person(s) overseeing the drill: Corey Lowery

Other information relative to the emergency evacuation drill:

N/A