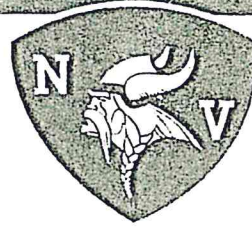


Niles Community Schools



SCHOOL EMERGENCY DRILLS Documentation Form Grades Kindergarten to 12

Type of Drill	Time of Drill	
<input checked="" type="checkbox"/> Fire Drill (5 required)	<input checked="" type="checkbox"/> Standard	<input type="checkbox"/> Class Change
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Recess	<input type="checkbox"/> Lunch
<input type="checkbox"/> Lockdown/Shelter-in-Place Drill (3 required)	<input type="checkbox"/> Other Event	

Name of reporting school: Ring Lardner Middle School

Date of drill: 5-16-19 Time drill was held: 8:05 (am/pm)

Exact time required to evacuate/shelter/secure: 3 minutes

Total participants: 649 + staff

Remarks: _____

This report is for emergency drill # fire 5 of 5 for school year 2018-2019

Name and title of person conducting drill: Evan Winkler - Asst. Principal

Signature of person conducting drill: Evan Winkler

Drill was coordinated with:

Emergency Management Coordinator
Name and Title: _____

AND
 Law Enforcement (county sheriff or chief of police or designee or MSP)
Name and Title: called police/fire to inform of drill

OR
 Fire (fire chief or designee)
Name and Title: _____

Note: Please scan and email this form to linda.spletzer@nilesschools.org and enter above information on NCS emergency drill schedule Google doc.

12/19/17



4 of 5 fire

Niles Community Schools



SCHOOL EMERGENCY DRILLS Documentation Form Grades Kindergarten to 12

Type of Drill	Time of Drill
<input checked="" type="checkbox"/> Fire Drill (5 required)	<input checked="" type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Recess
<input type="checkbox"/> Lockdown/Shelter-in-Place Drill (3 required)	<input type="checkbox"/> Other Event
	<input type="checkbox"/> Class Change
	<input type="checkbox"/> Lunch

Name of reporting school: Ring Lardner Middle School

Date of drill: 4-8-19 Time drill was held: 10:03 (am/pm)

Exact time required to evacuate/shelter/secure: 1 min, 23 sec

Total participants: 656 + staff

Remarks: _____

This report is for emergency drill # 4 of 5 for school year 2018-2019

Name and title of person conducting drill: Adam Burtfield, Principal

Signature of person conducting drill: [Signature]

Drill was coordinated with:

Emergency Management Coordinator
Name and Title: _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name and Title: _____

OR

Fire (fire chief or designee)
Name and Title: _____

Note: Please scan and email this form to linda.spletzer@nilesschools.org and enter above information on NCS emergency drill schedule Google doc.

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Niles Community Schools



SCHOOL EMERGENCY DRILLS Documentation Form Grades Kindergarten to 12

Type of Drill	Time of Drill
<input type="checkbox"/> Fire Drill (5 required)	<input checked="" type="checkbox"/> Standard <input type="checkbox"/> Class Change
<input checked="" type="checkbox"/> Tornado Drill (2 required) # 1	<input type="checkbox"/> Recess <input type="checkbox"/> Lunch
<input type="checkbox"/> Lockdown/Shelter-in-Place Drill (3 required)	<input type="checkbox"/> Other Event

Name of reporting school: King Gardner Middle School

Date of drill: 9/21/18 Time drill was held: 9:06 (am/pm)

Exact time required to evacuate/shelter/secure: 3 min 28 Sec.

Total participants: 645 plus staff

Remarks: _____

This report is for emergency drill # 2 for school year 2018-19

Name and title of person conducting drill: Evan Winkler

Signature of person conducting drill: Evan Winkler

Drill was coordinated with:

Emergency Management Coordinator
Name and Title: _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name and Title: Angela Lick - Niles City Police officer

OR

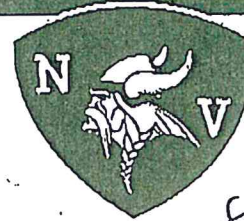
Fire (fire chief or designee)
Name and Title: _____

Note: Please scan and email this form to linda.spletzer@nilesschools.org and enter above information on NCS emergency drill schedule Google doc.

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Niles Community Schools



#2 of 2

SCHOOL EMERGENCY DRILLS Documentation Form Grades Kindergarten to 12

Type of Drill	Time of Drill
<input type="checkbox"/> Fire Drill (5 required)	<input checked="" type="checkbox"/> Standard <input type="checkbox"/> Class Change
<input checked="" type="checkbox"/> Tornado Drill (2 required) #2	<input type="checkbox"/> Recess <input type="checkbox"/> Lunch
<input type="checkbox"/> Lockdown/Shelter-in-Place Drill (3 required)	<input type="checkbox"/> Other Event

Name of reporting school: Ring Lardner Middle School

Date of drill: 3-29-19 Time drill was held: 7:39 (am/pm)

Exact time required to evacuate/shelter/secure: 4 minutes

Total participants: 656 + staff

Remarks: _____

This report is for emergency drill # # for school year 2018-19
2012 for tornado

Name and title of person conducting drill: Adam Burtfield

Signature of person conducting drill: [Signature]

Drill was coordinated with:

Emergency Management Coordinator
Name and Title: _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name and Title: Angela Lick - Niles City Police Officer

OR

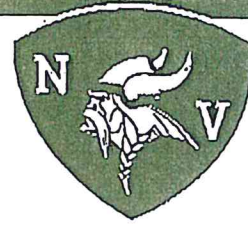
Fire (fire chief or designee)
Name and Title: _____

Note: Please scan and email this form to linda.spletzer@nilesschools.org and enter above information on NCS emergency drill schedule Google doc.

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Niles Community Schools



SCHOOL EMERGENCY DRILLS Documentation Form Grades Kindergarten to 12

Type of Drill	Time of Drill
<input type="checkbox"/> Fire Drill (5 required)	<input checked="" type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Recess
<input checked="" type="checkbox"/> Lockdown/Shelter-in-Place Drill (3 required)	<input type="checkbox"/> Other Event
	<input type="checkbox"/> Class Change
	<input type="checkbox"/> Lunch

Name of reporting school: Ring Lardner Middle School

Date of drill: 2-20-19 Time drill was held: 8:15 (a/m/pm)

Exact time required to evacuate/shelter/secure: 2:00 min

Total participants: 663 Plus Staff

Remarks: _____

This report is for emergency drill # 3/3 for school year 3 of lockdown

Name and title of person conducting drill: Adam Burtfield

Signature of person conducting drill: [Signature]

Drill was coordinated with:

Emergency Management Coordinator
Name and Title: _____

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name and Title: ANBIE CICK

OR

Fire (fire chief or designee)
Name and Title: _____

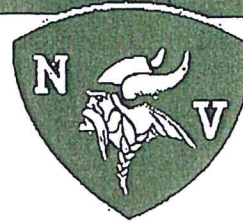
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148

Niles Community Schools



SCHOOL EMERGENCY DRILLS Documentation Form Grades Kindergarten to 12

Type of Drill	Time of Drill
<input checked="" type="checkbox"/> Fire Drill (5 required)	<input type="checkbox"/> Standard <input type="checkbox"/> Class Change
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Recess <input type="checkbox"/> Lunch
<input type="checkbox"/> Lockdown/Shelter-in-Place Drill (3 required)	<input type="checkbox"/> Other Event

Name of reporting school: Ring Lardner Middle School

Date of drill: 9/12/18 Time drill was held: 2:08 (am/pm) (pm)

Exact time required to evacuate/shelter/secure: 2 min 3 sec

Total participants: 539 plus staff

Remarks: _____

This report is for emergency drill # 1 for school year 2018-19

Name and title of person conducting drill: Adam Burtfield, Principal

Signature of person conducting drill: [Signature]

Drill was coordinated with:

Emergency Management Coordinator
Name and Title: _____

AND
 Law Enforcement (county sheriff or chief of police or designee or MSP)
Name and Title: _____

OR
 Fire (fire chief or designee)
Name and Title: _____

Note: Please scan and email this form to linda.spletzer@nilesschools.org and enter above information on NCS emergency drill schedule Google doc.

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