

**OPSD School Emergency Drills**  
**Documentation Form for the 2015-2016 School Year**

This form must be completed for each drill. Upon completion of each drill, please email Jim Nye your signed drill report. Jim will post them on the district website within 5 days of the drill completion and it will remain posted for 3 years.

**Type of Drill**

Fire Drill (5 required)

3 must take place by December 1, 2015

There must be a "reasonable" interval between each drill

Tornado Drill (2 required)

At least 1 must take place in March 2016

Lock Down/Shelter in Place Drill (3 required)

(Drills in which the occupants are restricted to the interior of the building)

At least 1 taking place by December 1, 2015

At least 1 taking place after January 1, 2016

**Time of Drill**

Standard

Class Change

Recess

Other Events

Please explain: \_\_\_\_\_

DRILL

Name of Reporting School: EINSTEIN Elementary School

Date of Drill: 4/18/2014 Time drill was held: 8:50 AM (am/pm)

Exact time required to evacuate/shelter/secure: 8:50 AM

This report is for emergency drill # 4 of 5 Total Participants: 670

Remarks: \_\_\_\_\_

Signature of the school principal/designee acknowledging the completion of the drill

TAMARA Langford + DR. Wright

Printed name of the individual in charge of conducting the drill, if it is not the school principal

Jim Nye

School Drills

Detail	Contacts	Training	Compliance	Immunizations
Documents	School Drills			

Site: Einstein Elementary  
 Address: 14001 Northend Oak Park; 48237  
 Type: Public  
 District: Oak Park

Drill Type is required.

School Year

School Year: 2015-16

FIRE DRILL

5 Drills required.

3 Fire drills must be completed before 12/1

	Scheduled	Actual	Created By	Created	Updated By	Updated Date
<a href="#">Edit</a>	5/25/2016 9:50 AM		Langford, Tawana	7/27/2015 8:45 AM	Langford, Tawana	7/27/2015 8:51 AM
<a href="#">Edit</a>	4/29/2016 2:15 AM	4/25/2016 8:45 AM	Langford, Tawana	7/27/2015 8:47 AM	Langford, Tawana	4/18/2016 9:41 AM
<a href="#">Edit</a>	9/23/2015 1:45 PM	9/23/2015 1:15 PM	Langford, Tawana	7/27/2015 8:39 AM	Langford, Tawana	10/22/2015 8:18 AM
<a href="#">Edit</a>	9/15/2015 9:45 AM	9/15/2015 1:25 AM	Langford, Tawana	7/27/2015 8:36 AM	Langford, Tawana	9/17/2015 11:57 AM
<a href="#">Edit</a>	9/10/2015 10:15 AM	9/10/2015 10:15 AM	Langford, Tawana	7/27/2015 8:35 AM	Langford, Tawana	9/17/2015 11:56 AM

TORNADO DRILL

2 Drills required.

1 Tornado drill must be completed during the month of March

	Scheduled	Actual	Created By	Created	Updated By	Updated Date
<a href="#">Edit</a>	3/18/2016 10:10 AM	3/21/2016 10:30 AM	Langford, Tawana	7/27/2015 9:23 AM	Langford, Tawana	3/21/2016 11:29 AM
<a href="#">Edit</a>	3/4/2016 12:00 AM	3/31/2016 12:39 PM	Langford, Tawana	7/27/2015 9:36 AM	Langford, Tawana	4/18/2016 9:40 AM

SHELTER DRILL(Active Shooter / Occupant restricted to building)

3 Drills required.

1 Shelter drill must be completed before 12/1 and 1 must be completed after 1/1 of the school year

	Scheduled	Actual	Created By	Created	Updated By	Updated Date
<a href="#">Edit</a>	5/12/2016 12:00 AM		Langford, Tawana	7/27/2015 9:22 AM		
<a href="#">Edit</a>	1/13/2016 12:00 AM	2/3/2016 9:00 AM	Langford, Tawana	7/27/2015 9:12 AM	Langford, Tawana	2/3/2016 9:12 AM
<a href="#">Edit</a>	9/17/2015 12:40 PM	9/17/2015 12:40 AM	Langford, Tawana	7/27/2015 9:04 AM	Langford, Tawana	10/22/2015 9:21 AM

Show Status History

Add Additional Drill

\* Drill Type:

Scheduled Date and Time: