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S.O./CENTRAL OFFICE

# WEST BRANCH-ROSE CITY AREA SCHOOLS

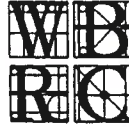
## Surline Elementary School

Mailing address:

P. O. Box 308

West Branch, MI 48661

Phone: (989) 343-2190



www.wbrc.k12.mi.us

Physical address:

147 State Street

West Branch, MI 48661

Fax: (989) 343-2200

**Building Name:** Surline Elementary, #05838

**School Principal Name:** Jill Smith, 989-343-2190, [smithjl@wbrc.k12.mi.us](mailto:smithjl@wbrc.k12.mi.us)

**Type of Drill:**

\_\_\_\_\_ Fire Drill [Five (5) Required – Three (3) by December 1]

\_\_\_\_\_ Tornado Safety Drill [Two (2) Required – One (1) in March]

X  “Lockdown” Drill [Three (3) Required – One (1) by December 1, at least one (1) after January 1]

**Date of Drill:** 11-20-18 **Time of Drill:** 11:35 am Lunch

PERSON IN CHARGE OF CONDUCTING THE DRILL, IF NOT THE SCHOOL PRINCIPAL:

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**SCHOOL PRINCIPAL:**

**Jill L. Smith – Signature:** Jill Smith

Or Designee:

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

☐ Check if below is applicable: [One (1) is required per year from the required list of ten drills]

This drill occurred during lunch, recess or another time when a significant number of students are gathered but not in a classroom, (i.e. lunch, recess, etc.):

Type of Drill \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_