

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 School, #05828

School Principal Name: Jill Smith, 989-343-2190, smithjl@wbrc.k12.mi.us

Date of Drill: 11/14/23 **Time of Drill:** 11:35 Circle One:
AM PM

Type of Drill:

- Fire Drill *[Five (5) Required – Three (3) by December 1]*
- Tornado Safety Drill *[Two (2) Required – One (1) in March]*
- "Lockdown" Drill * *[Three (3) Required – One (1) by December 1, at least one (1) after January 1]*

* One of the **lockdown drills** is to be conducted at an 'inconvenient time':

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

Lockdown Drill Dated Jill Smith and at Time 11:35 AM
11-14-23 Lunch/Recess

SCHOOL PRINCIPAL:

Jill Smith – Signature: Jill Smith

Or Designee (PERSON IN CHARGE OF CONDUCTING THE FIRE, TORNADO OR LOCKDOWN DRILL, IF NOT THE SCHOOL PRINCIPAL)

Printed Name: _____

Signature _____ Dated: _____

FIRE AND TORNADO DRILLS
 AS REQUIRED IN THE FIRE PREVENTION ACT,
 1941, PA 207 AMENDED 2006 PA 187

RECORD OF DRILLS HELD AT
Surline Middle / Surline Elementary School

School Year 2023-2024

A minimum of:

1. Five (5) fire drills – three (3) by December 1
2. Two (2) tornado drills – one (1) in March
3. Three (3) lockdown drills – one (1) by December, one (1) after January and one (1) during an ‘inconvenient time’

Fire Drills

Date	Evacuation Time	Conducted By:	Signature (Principal):	Pull Station:
9-21-23	10:30 a.m.	Jill Smith	<i>Jill Smith</i>	SES Library
9-28-23	10:30 a.m.	Jill Smith	<i>Jill Smith</i>	SES Cafeteria
10-4-23	2:00 p.m.	Jill Smith	<i>Jill Smith</i>	SES 3 rd grad Hall
5-14-24	10:00 a.m.	Jill Smith		
5-23-24	2:45 p.m.	Jill Smith		

Tornado Drills

Date	Drill Time:	Conducted By:	Signature (Principal):
12-1-23	2:00 p.m.	Jill Smith	
3-6-24	10:00 a.m.	Jill Smith	

Lockdown Drills
 (one should be at an ‘inconvenient time’)

Date	Lockdown Time:	Conducted By:	Signature (Principal):
11-14-23	11:35 a.m. *	Jill Smith	<i>Jill Smith</i>
2-6-24	10:00 a.m.	Jill Smith	
3-19-24	2:30 p.m.	Jill Smith	