

SCHOOL SECURITY DRILL NOTIFICATION

District: Township of Union

Month of: May, 2012

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED	DATE & TIME
<i>Union High School</i>	<i>Shelter In Place</i>	<i>Students/Staff/Faculty</i>	<i>May 15, 2012/2:10 p.m.</i>
<i>Kawameeh Middle School</i>	<i>Evacuation-Chemical Spill</i>	<i>Students/Staff/Faculty</i>	<i>May 23, 2012 8:45 a.m.</i>
<i>Burnet Middle School</i>	<i>Bomb Threat</i>	<i>Students/Staff/Faculty Security Director</i>	<i>May 14, 2012 9:02a.m.-9:20 a.m.</i>
<i>Hannah Caldwell School</i>	<i>Active Shooter (Lockdown)</i>	<i>Students/Staff/Faculty</i>	<i>May 23, 2012 2:02 p.m.</i>
<i>Franklin Elementary School</i>	<i>Evacuation</i>	<i>Students/Staff/Faculty</i>	<i>May 31, 2012 2:00 p.m.</i>
<i>Battle Hill School</i>	<i>Shelter in Place</i>	<i>Students/Staff/Faculty</i>	<i>May 31, 2012</i>
<i>Connecticut Farms Elementary School</i>	<i>Lockdown – Intruder in the Building</i>	<i>Students/Staff/Faculty</i>	<i>May 5, 2012 1:45 p.m.</i>
<i>Livingston Elementary</i>	<i>Evacuation</i>	<i>Students/Staff/Faculty 459</i>	<i>5-23-12 2:13 PM</i>
<i>Washington School</i>	<i>Active Shooter (Lockdown)</i>	<i>Students/Staff/Faculty</i>	<i>May 21, 2012 9:30 a.m.</i>
<i>Hamilton School</i>	<i>Bomb Threat</i>	<i>Students/Staff/Faculty</i>	<i>May 10, 2012 9:05 a.m.</i>

Security Drill Record Form

2011 – 2012

School District: Union Township

School Name: Burnet Middle School

Contact Name: Robert Baigas

Month	September 2011	October 2011	November 2011	December 2011	January 2012	February 2012	March 2012	April 2012	May 2012	June 2012
Date/Time	9/15/11 Thur. 9:20-9:28	1:28 PM Fri. 10/14/2011	11/23/11 weds. 9:10-9:25	12/15/2011 Thursday 9:12-9:25	1/18/2012 Wednesday	2/9/2012 Thursday 8:30-9:35	3/21/2012 Wednesday 9:20-9:27	4/3/2012 Tuesday 9:55- 10:08	5/14/12 Monday 9:02- 9:20	6/8/2012 Friday 9-9:12
Type of Drill	Active Shooter Lockdown	Bomb Threat: Evacuation	Active Shooter Lockdown	Hostile intruder Lockdown	Table top Scenario	Table top Active shooter during lunch	Active Shooter Lockdown	Chemical Spill evacuation	Bomb Threat: Evacuation	Chemical Spill evacuation
Duration of Drill	8 minutes	1:28- 1:50 PM 22 min.	9:10-9:25 15 min.	9:12-9:25 13 minutes	15 minute Discussion	8:30-9:35 Discussion	7 minutes	13 minutes	9:02- 9:20 20 minutes	12 minutes
Weather Conditions	Sunny 75	Overcast 60	Rainy 50s	Cloudy 50's	n/a	n/a	Overcast 50's	Sunny 44	Overcast 70	Sunny 70's
Participants of Drill	All students and staff	All students and staff	All staff and students Mr. Ardito was here	All staff and students Mr. Ardito was here	Committee: Ms. Alvarez. Ms. D'Angelo Mrs. Frasier Mr. Hamilton Mr. Lorenzo Mr. Singletary	6 Phys Ed VP & secretary All security & supervisor 5 UPD officers	All students & staff Mr. Ardito Director of Security observed	All students & staff Mr. Ardito Director of Security observed	All students & staff Mr. Ardito Director of Security observed	All students & staff Mr. Ardito Director of Security observed
Brief Description of What Was Drilled	Lockdown for an active shooter. Mr. Ardito-director of Security observed. Drill was successful	Bomb threat/suspicious package Drill was successful Room by Room notification of evacuation followed by floor re-entry	Lockdown-for an active shooter Mr. Ardito director of Security observed. Drill was successful	Lockdown for hostile intruder Mr. Ardito director of Security observed Drill was successful	Findings presented at Faculty mtg. Provided an updated/revision of BMS Field Trip procedures to help avoid missing student scenario Mr. Baigas, VP over saw mtg.	Scenario: active shooter during lunch: much discussion on securing students and other safety measures to have in place	Lockdown for an active shooter. Mr. Ardito-director of Security observed. Drill was successful	Evacuation Chemical Spill on Morris Ave. 3 exits were closed- drill was successful	Bomb threat/suspicious package Drill was successful Room by Room notification of evacuation followed by floor re-entry	Evacuation Chemical Spill on Morris Ave. 3 exits were closed- drill was successful

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

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: 4/25/12 (Wednesday)

Time of day the drill was conducted: 9:15 am - 9:30 am + 1:00 pm

School Name: Washington Elementary School

Location of the Emergency Evacuation Drill: Washington School
Playground Area